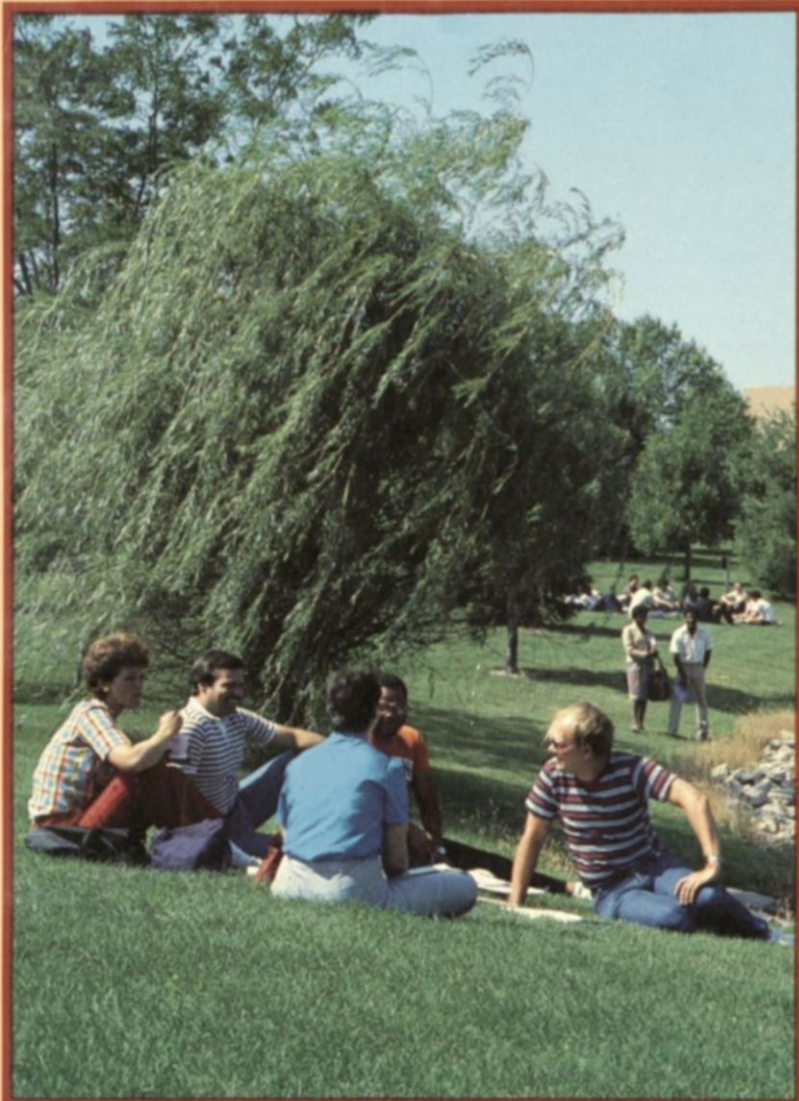


Twentieth Anniversary 1970-1990



1990-91 CATALOG
for Undergraduates
and Graduates



Sangamon State University

Springfield, Illinois

Sangamon State University

Undergraduate and Graduate Catalog 1990-1991

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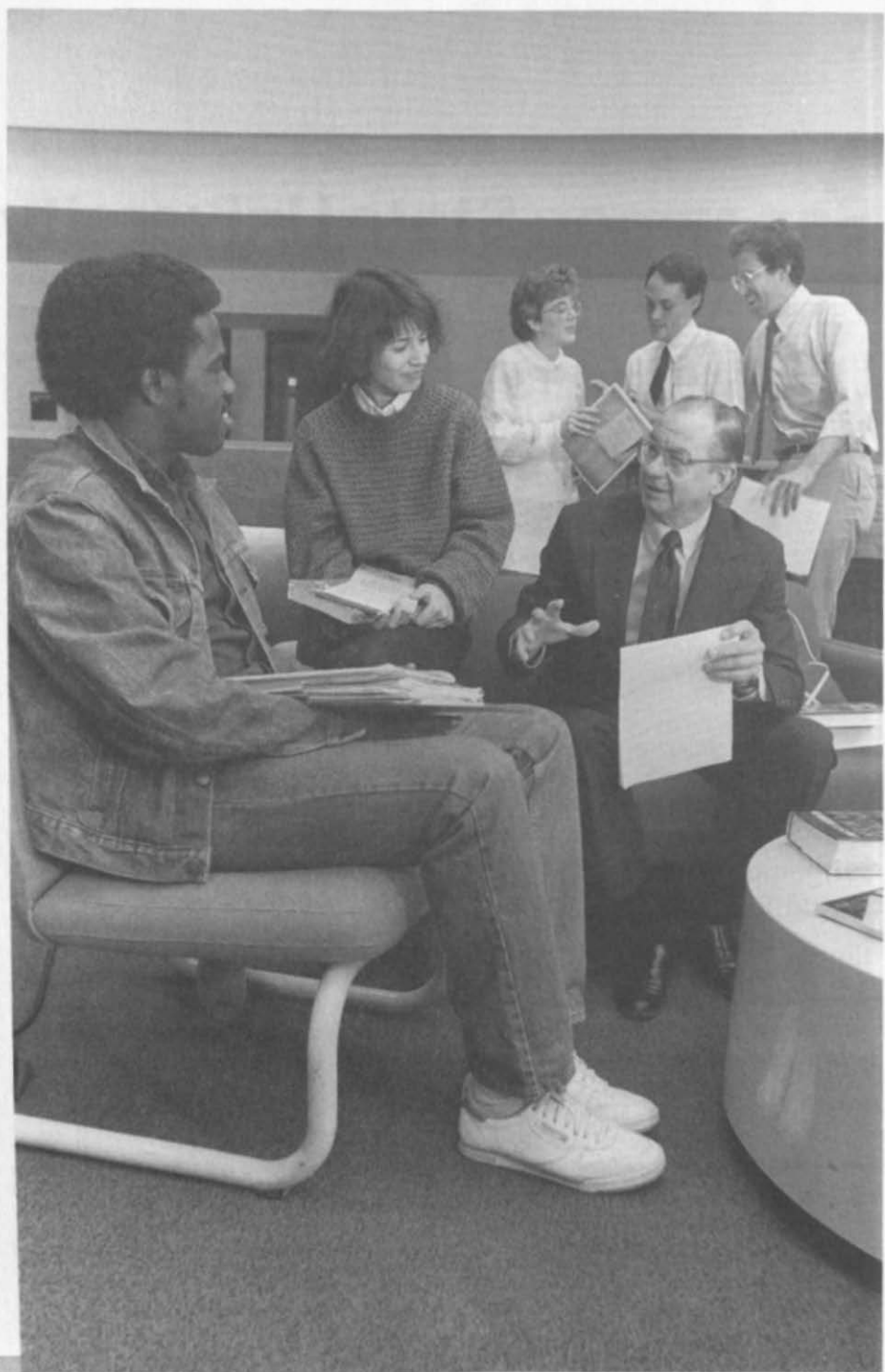
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Volume 19

May 1990

It should be understood that information concerning programs, procedures, requirements, standards and fees is subject to change without notice. The information in this Sangamon State Undergraduate and Graduate Catalog is not to be considered final, nor does it constitute a contract between the student and the university.

Sangamon State University is an Affirmative Action Employer ensuring equal opportunities in programs, activities and employment regardless of race, religion, national origin, age, sex, color, disability or veteran status.



A Message from the President

With the coming of 1990, Sangamon State begins its third decade. Twenty years ago Sangamon State University welcomed its first students and, since that time, our wish has come true — to give our students a high quality education that enriches their lives and the lives of others in our community.

An upper-division institution specializing in public affairs education and service as well as strong liberal arts and sciences and professional studies, Sangamon State provides innovative responses to the special needs of students of all ages. Its location in the state capital provides the important advantage of studying academic disciplines in the context of day-to-day governmental activities.

The university is adjacent to Lincoln Land Community College, where lower-division liberal arts and technical instruction are available. Both Lincoln Land and Sangamon State emphasize study that blends the theoretical and the practical, giving graduates a chance for meaningful careers and the advantages of lifelong learning. Sangamon State also enjoys close academic relationships with many other neighboring community colleges, public universities and private liberal arts colleges.

The years ahead promise to be full of optimism, renewal and progress — a time when we will continue to build upon the vision that has brought us much success and many achievements.

On behalf of the students, staff and faculty at Sangamon State University, I invite you to join us for a truly rewarding educational experience and wish you a rich and successful academic experience.

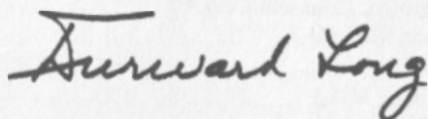
A handwritten signature in dark ink, reading "Thurward Long". The signature is written in a cursive, flowing style with a large, sweeping initial 'T'.

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Calendar 1990-1991

Fall Semester, 1990

August 17, 18, 20, Friday, Saturday, Monday
 August 20, Monday
 September 3, Monday
 September 3, 4, Monday, Tuesday
 October 13, Saturday
 November 22, Thursday
 November 21-23, Wednesday, Thursday, Friday
 December 15, Saturday

Registration
 Classes Begin
 Labor Day
 No Classes
 Mid-Point
 Thanksgiving
 No Classes
 Semester Ends

Spring Semester, 1991

January 11, 12, 15, Friday, Saturday, Tuesday
 January 14, Monday
 January 15, Tuesday
 March 9, Saturday
 March 10-16, Sunday-Saturday
 March 11-16, Monday-Saturday
 May 11, Saturday

Registration
 Martin Luther King Jr. Day
 (No Classes)
 Classes Begin
 Mid-Point
 Intercession
 Spring Recess
 Semester Ends
 Commencement

Summer Session, 1991

May 31, June 1, 3, Friday, Saturday, Monday
 June 3, Monday
 July 4, Thursday
 July 27, Saturday

Registration
 Classes Begin
 Independence Day
 (No Classes)
 Summer Session Ends

Sangamon State University

Telephone Directory*

Academic Affairs, Vice President's Office, PAC 528.....	6-6614
Accountancy Program, L-83	6-6305
Accounting Office, B-98	6-6727
Admissions Office, F-20	6-6626
Advising Office, F-20	6-6626
Affirmative Action Officer, PAC 522	6-7226/6-6614
Alumni Office, PAC 569	6-6716
Applied Study Office, BRK 411	6-6640
Arts, Visual, Program, J-163	6-6790
Athletics and Recreation Office, E-22	6-6674
Auditorium Manager's Office, PAC 397	6-6150
Biology Program, K-26	6-6630
Bookstore, PAC 122	6-6766
Broadcast Services (WSSU), L-130	6-6516
Bursar's Office, PAC 184	6-6738
Business Administration Program, L-109	6-6780
Business and Administrative Services, Vice President's Office, PAC 440	6-6700
Business and Management, School of	
Dean's Office, L-7	6-6533
Cafeteria, PAC 117	6-6768
Career Services and Placement Office, Cox House	6-6508
Center for Legal Studies, PAC 452	6-6343
Chemistry Program, K-26	6-6630
Child Care Center	6-6610
Child, Family and Community Services Program, BRK 335	6-6687
Clayville Rural Life Center and Museum, Pleasant Plains, Ill.	1-626-1132
Campus Office, PAC 415	6-6700
Communication Program, J-163	6-6790
Community Arts Management Internship Program, PAC 429	6-6535
Community Arts Management Program, PAC 429	6-6535
Computer Science, G-9	6-6770
Computer Services, MIS & CS, F-60	6-6549
Academic Office, J-169	6-6549
Continuing Education and Conference Planning, PAC 519	6-6073
CONVOCOM, BRK 460	6-6647
Counseling Office, Cox House	6-7122
Credit for Prior Learning Office, BRK 427	6-6706
Displaced Homemakers, BRK 466	6-6016
Downtown Center, 219 S. 4th St.	785-7435
Economics Program, L-83	6-7174
Educational Administration Program, PAC 514	6-6306
English Program, BRK 375	6-6778
Entrepreneurship and Enterprise Development Center, PAC 422	6-6571
Environmental Studies Program, PAC 322	6-6720
Financial Assistance Office, E-16	6-6724
Foreign Student Adviser's Office, Cox House	6-6678
Foundation Office, PAC 591	6-6058

*When calling from off-campus, use the entire 786 prefix.

Gerontology Program, A-5	6-6589
Graduate Assistantships, PAC 524	6-6614
Graduate Public Service Internship Program, PAC 411	6-6158
Health and Human Services, School of	
Dean's Office, BRK 310F	6-6784
Health Services, C-139	6-6676
Health Services Administration Program, PAC 322	6-6720/6-6306
History Program, BRK 375	6-6778
Housing Office, Cox House	6-6190
Human Development Counseling Program, BRK 332	6-6504
Illinois Issues, K-80E	6-6084
Illinois Legislative Staff Internship Program, PAC 466	6-6602
Illinois Legislative Studies Center, PAC 466	6-6574
Illinois Private Sector Legislative Internship Program, PAC 466	6-6602
Illinois Resource Network, PAC 529	6-6614
Illinois Vocational Curriculum Center, F-2	6-6375
Individual Option Program, BRK 427	6-6789
Institute for Public Affairs, PAC 409	6-6576
Labor Relations Program, L-31	6-6068
Learning Center, G-3	6-6503
Legal Studies Program, PAC 429	6-6535
Liberal Arts and Science, School of	
Dean's Office, BRK 472A	6-6512
Library	6-6633
Dean's Office, LIB 204	6-6597
Archives, LIB 144	6-6520
Circulation Desk, LIB 200	6-6605
Faculty, LIB 239	6-6633
Get Help Here Desk, LIB 200	6-6633
Inter-Library Loans, LIB 240	6-6633
Reference Desk, LIB 200	6-6633
Technical Services, LIB 140	6-6592
Media Services, LIB 180	6-6550
AV Operations, LIB 134	6-6550
Educational Production, LIB 136	6-6550
Film Video Library, LIB 180	6-6550
Lab, LIB 141	6-6550
Management Information Systems Program, L-109	6-6067
Management Program, L-31	6-6712
Mathematical Sciences Program, G-9	6-6770
Medical Technology Program, A-5	6-6589
Minority Services Center, F-46	6-6333
Nurse's Office, C-139	6-6676
Nursing Program, A-33	6-6648
Off-Campus Instruction, PAC 527	6-6540
Peoria Upper Division Office	309/694-5339
Operator (Switchboard), PAC 119	
Calling from off-campus	6-6600
Calling from on-campus	0
Oral History, BRK 377	6-6521
PAC Microcomputer Lab, PAC 491	6-6198

*When calling from off-campus, use the entire 786 prefix.

Payroll Office, B-105.....	6-6663
Personnel Services, F-50.....	6-6652
Philosophy Sequence, PAC 310.....	6-6720
PLATO, Media Lab.....	6-6550
Political Studies Program, PAC 366.....	6-6646
President's Office, PAC 556.....	6-6634
Psychology Program, BRK 482.....	6-6696
Public Administration Program, PAC 366.....	6-6310
Public Affairs Center,	
Auditorium Manager's Office, PAC 397C.....	6-6150
Restaurant, PAC 117.....	6-6768
Ticket Office, PAC 182.....	6-6160
Public Affairs Communication, PAC 483.....	6-6502
Public Affairs Reporting Program, PAC 429A.....	6-6535
Public Affairs and Administration, School of	
Dean's Office, PAC 459.....	6-6523
Public Safety, McClelland House.....	6-6690
Records Office, F-20.....	6-6709
Registrar's Office, F-20.....	6-6709
Registration, F-20.....	6-6174
Social Justice Professions Program, BRK 310C.....	6-6682
Sociology/Anthropology Program, BRK 412.....	6-6301
Springfield Educational Consortium, PAC 322.....	6-6306
Student Activities Committee, E-22.....	6-6666
Student ID, E-19.....	6-6666
Student Life Office, E-19.....	6-6666
Student Newspaper,	
SSU News, E-11.....	6-6665
Student Senate, E-15.....	6-6666
Student Services Office,	
Dean's Office, F-23.....	6-6581
Teacher Education, BRK 310.....	6-6682
Telecommunications Office, F-60T.....	6-7466
Television Office/Scan-17, PAC 138.....	6-6799
University Assembly, PAC 383.....	6-6664
University Relations Office, PAC 569.....	6-6716
Veterans Adviser's Office, E-16.....	6-6724
Visual Arts Program, J-163.....	6-6790
WSSU, L-130.....	6-6516
Audience Participation, L-130.....	6-6524
News, L-130.....	6-6526
State House, State Capitol.....	782-6058
Women's Studies, BRK 427.....	6-6706

*When calling from off-campus, use the entire 786 prefix.

This is Sangamon State University

Philosophy and Purpose

Sangamon State University is a public institution of higher learning, dedicated to the advancement of knowledge and the development of the individual. The University is committed to the highest standards of academic excellence and to the provision of a wide range of educational opportunities for its students. The University is also committed to the development of a strong sense of community and to the promotion of a high level of student involvement in campus life.

General Information

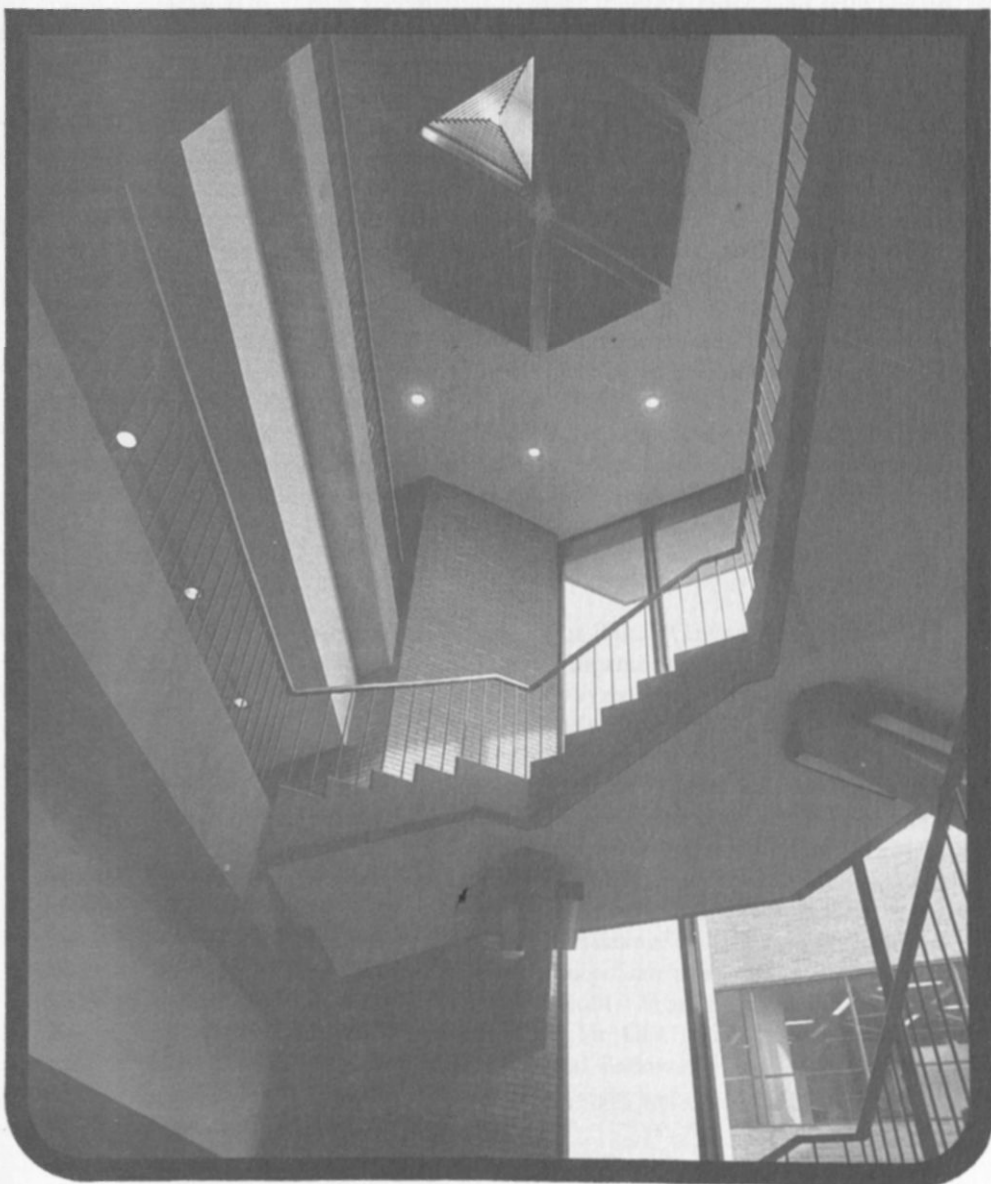


Photo by Roger E. McCredie

This is Sangamon State University

Philosophy and Purpose

Sangamon State University, an upper-division and graduate institution, responds to the needs of today's students and to the demands of contemporary society. The missions of the university are to address public affairs within the framework of a liberal arts curriculum and to stress practical experience, professional development and innovative teaching.

Continuing the philosophy of open admission and affirmative action generated by Illinois' community colleges, Sangamon State provides opportunities for upper-level and graduate education to a broad spectrum of students: transfers, individuals resuming an interrupted education, employed persons seeking to upgrade themselves or to prepare for second careers and area residents wishing to enhance their personal lives.

With its mission in public affairs, Sangamon State addresses itself to specific and general needs of government and society through special courses, projects and student internships. The university also prepares people for public service and fosters an active understanding of social, environmental, technological and ethical problems as they relate to public policy.

Faculty members at Sangamon State University have a commitment to the individual student. Excellent teaching is of the highest priority; scholarly research and professional work serve as support for teaching. Many classes are small and informal, permitting the relaxed interchange of ideas. Faculty members also serve as students' academic advisers, giving students a central contact person and assisting them in developing meaningful and enriching programs of study.

Many of Sangamon State University's academic programs are designed to link the world of public affairs with higher education. The purpose is to prepare people for effective citizenship through meaningful participation in a continually changing democratic society.

History

Sangamon State University was established by the Illinois General Assembly in 1969 as the first of two senior institutions in the state. Sangamon State and Governors State University were established, after an extensive study by the Board of Higher Education, as an innovative response both to the growth of the state's community college system and to the need for new ways for individuals to enter upper-division and graduate study.

Because of its mission in public affairs, Sangamon State was located in the capital city. Community leaders, deeply aware of the local and regional demand for higher education opportunities, helped provide further impetus to locate a university in Springfield. A million-dollar citizens' fund drive raised money for supplementary land acquisition and demonstrated the community's sincere commitment to Sangamon State and its mission.

In the summer of 1969, Dr. Robert C. Spencer, then dean of the Graduate School at the University of Rhode Island, was chosen as Sangamon State's founding president. The university opened its interim facilities for the fall term of 1970; initial enrollment was some 800 students, with a faculty of 45. In September 1978, Dr. Alex B. Lacy, Jr., former director of the Division of Public Programs at the National Endowment for the Humanities, became Sangamon State's second president. The university had expanded to more than 40 degree programs with more than 3,000 students.

In July 1984, Dr. Durward Long was appointed as the university's third president. Dr. Long came to Sangamon State from the National Association of State Universities and Land Grant Colleges (NASULGC), where he was scholar-in-residence while on leave from the university vice presidency in the University of Hawaii system. Dr. Long also served as acting vice president for finance at the University of Wyoming and as vice president with the University of California system. Dr. Long's primary academic background is in U.S. economic history.

Sangamon State currently has about 4,000 students and a faculty of approximately 180.

Governance

Sangamon State is one of three institutions governed by the Board of Regents, one of four university governing systems coordinated by the Illinois Board of Higher Education. Other regency schools are Illinois State University at Normal and Northern Illinois University at DeKalb.

Internally, Sangamon State is governed by the president, Dr. Durward Long, with advice from appropriate administrators and from the University Assembly. Formed in November 1970, the assembly serves as a forum for ideas and ensures that the responsibility for development of policy is effectively shared.

The Assembly, in turn, is comprised of three discrete senates — faculty, student and staff — each elected by its own constituency and each served by a variety of standing committees.

Accreditation

Sangamon State University is fully accredited by the Commission of Institutions of Higher Education of the North Central Association of Colleges and Schools.

Affirmative Action

Sangamon State University is committed to a policy of equal opportunity and nondiscrimination in employment, education and access to university facilities without regard to race, creed, sex, national origin, age, marital status or disability. SSU's policy of nondiscrimination applies to all facets of university life and is intended to carry out explicitly all state and federal laws and executive orders which support the full exercise of human rights without discrimination.

The guidelines for implementing SSU's equal opportunity/affirmative action policies are set forth in the university's affirmative action plan, which is monitored by the affirmative action officer. The affirmative action officer reviews university employment practices to ensure that no discrimination will occur, analyzes the SSU work force to identify areas in which minorities and women are underutilized and provides direction for establishing specific goals and timetables for affirmative action efforts.

Individuals with questions or complaints regarding equal opportunity and affirmative action at SSU should contact the affirmative action officer.

The Campus

Sangamon State University is located on a campus of more than 600 acres near Lake Springfield, a few miles south of the city. The surrounding cornfields provide a spacious setting for the intellectual activity that takes place in their midst.

The Norris L Brookens Library was completed in December 1975, and named for the late chairman of the Illinois Board of Regents. Brookens Library is a major learning/resource center designed to support the university's academic programs. The building also has classrooms and faculty office space.

The Public Affairs Center (PAC) opened in October 1980. The 124,340-square-foot building includes the 2,017-seat university auditorium which is equipped for a wide variety of dramatic and musical performances. The center also houses a studio theater; a cafeteria and restaurant; and offices, classrooms, laboratories and conference rooms. PAC facilities have been specifically designed for those academic programs which have a distinct public affairs thrust.

The remainder of the campus is made up of modern, attractive buildings in well-landscaped settings which reflect the open operating style and spirit of the university.

The campus is easily reached from Interstate 55. Persons coming from the north should take Exit 94 (Stevenson Drive), following the directional signs on Stevenson Drive to West Lake Drive and south to the campus. Persons arriving on I-55 from the south should take Exit 90 (Toronto Road).

Off-campus Activity

Classroom instruction, continuing education, information for potential students, week-end classes and other educational activities are also provided in the university's Downtown Center, 219 S. Fourth St., Springfield.

The university offers courses leading to bachelor's degrees in management, nursing and social justice professions at Illinois Central College in East Peoria and at the University of Illinois Medical Center.

The course work toward the Master's of Business Administration (MBA) degree is offered at the Graduate Studies Center of Millikin University in Decatur.

Telecourses are offered in East Central Illinois via the Convocom Network. Telecourses offer the convenience of earning college credit at home. Students view selected programs and take part in periodic in-class discussion sessions.

Two-Plus-Two

As an upper-division university, SSU builds on the community college degrees of associate in arts and associate in science. In most cases, a baccalaureate degree can be achieved with only two additional years of college work (the two-plus-two concept), with no loss of credit earned under an associate degree program. Students with an associate in applied science degree will need to complete minimal General Education Requirements before graduation, if not already completed.

One-half of the 23 bachelor's degree programs at SSU have no specific prerequisite course requirements for matriculation into the program. In the remaining degree programs, certain courses are required, many of which the student may have taken during the first two years of college study. For these degree programs, checking the prerequisites early can allow the student to plan the first two years to fit perfectly with the academic requirements of the last two. Transfer guides are available for all Illinois community colleges.

The Library

A notable characteristic of the Norris L. Brookens Library at SSU is its emphasis on instruction in the use of library resources. The library faculty give one-to-one instruction in the use of library materials, provide workshops or library modules for individual courses and offer Library Research (UNI 401), a two-hour fall semester course. A library faculty member also teaches On-line Searching for PC Owners (UNI 405), a two-credit hour course. A library faculty member is assigned to each degree program at Sangamon State; students are advised to become acquainted with the librarians who work with their programs.

The library supports the curricula at SSU with a multimedia collection numbering more than 528,000 volumes, 2,650 journal subscriptions and 104,000 government publications. Students may check out media hardware to use with the nonprint materials they borrow. Self-service microcomputer terminals help students locate books on-line in the library catalog. These same terminals provide information about the holdings and circulation status of volumes in 34 other Illinois academic libraries. Students may request volumes from another library in the computer network and have those volumes promptly delivered to SSU by a van delivery service. Students may also choose to have a fee-based computer search of the journal literature done by one of the librarians. Other self-service terminals augment the extensive collection of periodical indexes and abstracts. Articles in journals not in the SSU collection will be obtained on interlibrary loan at no charge to students.

The library's Archives and Special Collections Unit acquires, preserves and makes available university records and manuscript collections, offering students the opportunity to conduct research using primary sources. The Illinois Regional Archives Depository collects county and municipal records from 14 central Illinois counties, which are a valuable resource for research in local history and genealogy.

Media Services provides a film and videotape library, a lab environment with a variety of equipment work stations, including microcomputers, a PLATO lab, media production in a wide variety of formats and campus-wide audiovisual equipment delivery. PLATO, housed at the University of Illinois at Urbana-Champaign, is the largest computer-aided instruction system in the world. Using PLATO, students gain access to thousands of lessons in more than a hundred different academic areas from accountancy to zoology. Faculty from many disciplines use the PLATO computer system to provide instructional material in their classes.

Oral History Office

Oral history, a branch of historical research, is the collection of eyewitness accounts to history. The Sangamon State Oral History Office has a collection of 2,700 hours of tape-recorded interviews with more than 800 narrators and over 80,000 pages of edited transcripts. Emphasis ranges from local and regional subjects such as business and industry, coal mining, farming and Illinois statecraft, to national and international topics such as Vietnam, women's history and World War II.

Clayville Rural Life Center and Museum

Clayville is an outdoor center of history and folklife located 25 miles from campus, 12 miles northwest of Springfield on Route 125. The focal point of Clayville is a two-story, brick inn/farmhouse built in the late 1820s. In addition to the inn, other buildings on the site offer exhibits and demonstrations of various 19th century trades and crafts. Clayville provides a setting for the study of rural life and material culture as well as historic interpretation. From May 1 through Oct. 31, student employment positions offer practical experience in historic interpretation for site visitors and in maintenance and historic preservation. During winter months students are afforded further opportunities to do research and to plan programs and exhibits.

Academic courses utilizing Clayville are available to students who wish to pursue historic site work and environmental education. The history and the environmental studies programs offer such courses as Museum and Society, Midwest Rural Life and its Roots and Museum/Historic Site Methods. Students may combine courses from both programs in

preparation for work in museums, historic sites and parks and recreation. Mornings at Clayville is a course that offers instruction in preparing materials for, and participating in, an intensive living history experience for fifth-graders.

The 15-acre Clayville site was given to the Sangamon State University Foundation for the university's use in 1973 by Springfield physician Emmet Pearson and his wife, Mary. They first opened the site in 1961, inspired by open-air museums pioneered in Europe in the 1890s. The Pearsons built the Clayville collection over a period of years. Currently the Clayville Folk Arts Guild, founded in 1968, conducts special event weekends, music festivals and the popular spring and fall festivals. The guild's goal is to recover, preserve and provide instruction for traditional crafts and activities. Students are encouraged to join and work with the group to gain experience in volunteer organizations.

The Clayville collection is outstanding for early Midwest history and folk art and thus is an invaluable resource for students. The one original on-site structure, the combined inn and farmhouse built in 1828 by the Broadwells, a New Jersey family, is a place where living history techniques of the 1850s — cooking, gardening and household activities — can be researched and applied. Workshops for blacksmithing, printing, textiles, broommaking, woodworking and other 19th-century trades and activities are available. Several other historic structures permit firsthand study of traditional architectural methods used by people from different parts of the East and South. Tools, simple machines, furniture and household utensils are much more accessible than in most museums because at Clayville such artifacts are handled and used.

Sangamon State University Foundation

The Sangamon State University Foundation, a not-for-profit corporation, assists the university in developing broader educational opportunities for students, alumni and citizens of the state and nation. The 55 members of the foundation are leading citizens of the local community and state and represent both alumni and nonalumni friends of the university. Through private sector fund-raising, the foundation supports programs for student financial aid and faculty development and provides funds for the library and for the purchase of instructional equipment. The resources of the foundation are used solely to support those university activities not funded by state appropriations.

Sangamon State University Alumni Association

The Sangamon State University Alumni Association, a not-for-profit corporate entity, aids the university by providing volunteer services and advisory suggestions. The association also keeps alumni aware of campus events and sponsors activities such as the Community/Alumni Day, the graduation Candlelight Reception and alumni reunions. It also awards scholarships to qualified students and provides financial assistance to projects of the university.

Public Affairs at Sangamon State University

As an expression of its public affairs mission, Sangamon State directs educational, research and service efforts toward solution of public problems facing the state and its local communities. The university emphasizes a coordinated, interdisciplinary approach to problem solving, training and communication, an approach largely administered through the Institute for Public Affairs.

Institute for Public Affairs

The Institute for Public Affairs coordinates research, training and other public service activities. It is composed of the Center for Legal Studies, the Illinois Legislative Studies Center, a National Public Radio affiliate, a television office and *Illinois Issues* magazine. In addition, the institute coordinates the university's graduate internship programs, a survey research office and two major training programs. It provides a broad range of functional support services, including editorial assistance, conference coordination and multi-media production. In addition to university funding, the institute is supported by major grants from governmental agencies, foundations and nonprofit organizations.

Interdisciplinary policy research studies of state and national significance are undertaken at the institute level, while the units within the institute develop applied research and public service activities which address problems of state and local significance. Research centers have a small permanent core of faculty with joint appointments in the center and in an academic program. Specific projects draw additional faculty who are temporarily assigned to the center or other unit in the institute. During their assignment to a project, all participating faculty have teaching and other academic obligations. This linkage brings faculty public affairs experience to the classroom, provides a flexible staffing pattern that matches relevant faculty expertise to public problems and helps to insure maximum benefit for instructional programs.

Center for Legal Studies

The Center for Legal Studies focuses research and service efforts on the legal system of Illinois. The center's fundamental objective is to contribute to a better understanding and improvement of the legal system in ways accessible to scholars, policymakers, practitioners and the general public. The center fulfills this mission by emphasizing four functions: training, research, public service, and education and technical assistance.

The center conducts in-service, state-mandated training of all probation and detention personnel, in addition to offering workshops, seminars and conferences for numerous public employees and other professionals on a variety of law-related topics. Research projects focus on public issues related to the Illinois legal system, including the legal aspects of social policy questions and contemporary and historical perspectives on the court system and judiciary. Research findings are distributed as reports, articles in professional journals, books and paper presentations at professional conferences and seminars. Public awareness and understanding of the legal system is enhanced through informational publications, conferences, speaking engagements and educational materials designed to improve teaching about the law at all educational levels. The center, for example, publishes a "Your Rights Under the Law" series of educational booklets and recently prepared a book on the Illinois Constitution which will be used in high schools throughout Illinois. The center provides technical assistance to external bodies in the preparation of documents, surveys, rules, legislation, manuals and research reports.

Among areas of center concern are criminal and juvenile justice, the courts and judiciary, alternatives to courts, family and child welfare law, the legal rights of women and minorities, and health policy and the law. Most of the center's projects are externally funded.

The functions and activities of the Center for Legal Studies provide Sangamon State University faculty, staff and students with opportunities to supplement academic program interests. The center works with academic programs and other public affairs research centers in developing educational opportunities for students. Graduate and undergraduate students are hired to assist in the development and implementation of projects conducted by the center.

Illinois Legislative Studies Center

The Illinois Legislative Studies Center coordinates university activities related to the Illinois General Assembly, including experiential education, public service and applied research.

The center administers the Legislative Staff Internship Program for the General Assembly. This program provides an opportunity for outstanding graduate students from the state and nation to serve with leadership or nonpartisan research agency staff for a period of 10 1/2 months, beginning Oct. 1. Other educational components of the center are the private sector program, a variable-length, graduate-level experience, which places interns in private associations that interact with the General Assembly, and the legislative Applied Study Term for undergraduates.

Public service activities include sponsorship of conferences, forums and training sessions for a wide variety of people interested in the General Assembly. The center publishes monographs based on its research projects and conferences.

Applied research projects of the center are generally directed toward the function and structure of the General Assembly and toward questions of public policy or legislative processes. These projects afford students and faculty the opportunity to conduct research and study in the legislative setting.

The center's activities and research are increasingly comparative. It produces the *Comparative State Politics Newsletter*, a bimonthly publication for practitioners and scholars of state politics across the United States.

SSU Public Radio Station

WSSU, Sangamon State's public radio station, began broadcasting on Jan. 3, 1975. The station is affiliated with National Public Radio and American Public Radio. The broadcast schedule consists of news, public affairs and music: classical, jazz, folk and bluegrass. The station routinely serves other public stations in the state with news reports from the Capitol via the Illinois Public Broadcasting Council satellite uplink which is operated by WSSU. The station also operates a reading service for print-handicapped individuals in central Illinois. WSSU is operated by professional staff supplemented by participating faculty, student workers and community volunteers.

At 91.9 on the FM dial, WSSU broadcasts a minimum of 18 hours daily, all in stereo. Its 50,000 watts of power deliver the signal within an 80-mile radius of Springfield. A program listing, *Listener's Guide*, is published monthly and distributed to listeners who help support the station through voluntary subscriptions. A special student subscription rate is available.

Both state and federal monies supply basic financial support. Listeners and businesses supplement the station's income with tax-deductible contributions.

SSU Television

The SSU Television Office maintains a broadcast-quality, fully equipped television studio on the lower level of the Public Affairs Center. The studio and portable equipment are used for the production of public affairs, documentary and educational programs as well as for instruction in video production courses.

The television office produces programs for distribution through the CONVOCOM microwave system. This two-way video "electronic highway" links SSU with institutions and five public television stations serving residents in Jacksonville, Springfield, Peoria, Macomb, Quincy and the Quad Cities. Public affairs programs and courses for credit are

carried on the network. The television office also operates SCAN-17 (Springfield Community Access Network) which has, since 1985, produced and aired more than 1,000 local programs.

Illinois Issues

Illinois Issues is a monthly magazine of government and public affairs operating under the guidance of a board appointed by the presidents of Sangamon State University and the University of Illinois. The magazine has established a solid reputation for thoughtful commentary and analysis of state issues in several fields: energy, environment, taxation, education, business and labor. It regularly covers the actions of all three branches of state government and gives additional attention to local government. *Illinois Issues* enlists authoritative writers from the fields of academics, journalism, business, labor and government to present clear, objective reports on the people, problems and processes of government in Illinois. The magazine also publishes the following columns on a regular basis: "The state of the State," "Chicago" and "Politics." First published in January 1975, the magazine's current circulation is approximately 6,000. It is supported by the two sponsoring universities, grants, advertising, subscription income and contributions from individuals and Illinois businesses. Student interns work in a variety of positions at the magazine. Students may receive *Illinois Issues* at a reduced subscription rate.

Psychohistory Review

The *Psychohistory Review*, published by the institute's publications unit, is the leading scholarly journal in its field. The *Review* contains articles, book reviews, research notes and bibliographic information contributed by scholars from throughout the country to keep its readers informed of recent developments in the field of psychohistory.

Entrepreneurship and Enterprise Development Center

The Entrepreneurship and Enterprise Development Center seeks to perpetuate the spirit of entrepreneurship and free enterprise, particularly within central Illinois. The center provides an environment for research, service and scholarship and serves the region through educational and outreach services for individuals as well as private, nonprofit and public organizations.

The center, an operating unit of the School of Business and Management, serves the regional community through three primary missions: to promote and strengthen the spirit of entrepreneurship, to assist individuals toward creation of new enterprises and to provide research expertise and training. The center also provides focused economic development research and services to central Illinois firms, agencies and communities.

Springfield as Campus

At Sangamon State, the campus includes the community. Academic programs are structured to make maximum use of the capital city's resources, particularly state and federal agencies that provide internship, experiential and research opportunities. Students have access to the deliberations of the General Assembly and to committee hearings where the state's legislative policies are debated. Legislators and other elected officials, lobbyists, agency heads and commissioners are a vital part of the Springfield scene and comprise an incomparable human resource. Politics in all forms can be studied in Springfield, from the day-to-day functioning of regulatory commissions, legislative committees or local government bodies to groups of demonstrators on the statehouse lawn.

Programs in the health field capitalize on downstate Illinois' largest medical center, including the Southern Illinois University School of Medicine, three hospitals, 300 physicians and 18 nursing homes.

Programs in the humanities use such community resources as Sangamon and Menard counties' rich collection of historic sites and museums. One site, the Clayville Rural Life Center, under the aegis of the university, affords unique opportunities for studies in historic site interpretation, rural life, historic crafts and museum work.

Specialized libraries supplement community-based learning opportunities. Available to students, these resources include the Illinois State Library, the Illinois State Archives, the Illinois State Historical Library, the Supreme Court Library and the SIU Medical Library. Springfield also hosts two additional institutions of higher education: Lincoln Land Community College and Springfield College in Illinois.

Known as the Prairie Capital, Springfield derives much of its character from its location in Illinois' rural heartland. With an area population of almost 190,000, Springfield is located less than 100 miles from St. Louis and less than 200 miles from Chicago, offering convenient access to large urban centers. The city's major employers are city, county, state and federal governments; health care delivery systems; insurance companies; and other service industries. There are 16,000 public employees in Springfield, with more than 100 state and national organizations headquartered in the immediate area.

Public Affairs Colloquia (PACs)

Sangamon State University features a unique series of courses called Public Affairs Colloquia. Each semester a number of different colloquia are offered, with several objectives in mind: to explore and cultivate an informed awareness of contemporary issues and situations; to provide, through an interdisciplinary approach to these issues, a wider understanding and stronger research and problem solving skills; to investigate the formulation and implementation of public policymaking and to realize its multidisciplinary consequences; and to foster and preserve a sense of community through shared information and intellectual values. There are no prerequisites for any of the colloquia. Descriptions of PACs are published each semester in the course schedule. See Degree Requirements, p. 34 and p. 62.

Intersessions

Each year a special PAC is offered in an intensive week-long intersession. Nationally and internationally prominent figures are brought to the campus to address the intersession topic. Opportunities for small group discussions with these speakers and the intersession faculty are integral to the course. Past topics have included: Wellness: An Investment in Human Resources; Computers and Society; Origins and Evolution of Human Beings; Controversies in Public Health Policy; and Economic Development in Illinois.

The intersessions, which use the expertise of many faculty members, epitomize the multidisciplinary approach of Public Affairs Colloquia.

Facilities

The university has a variety of facilities designed to enhance each student's educational experience. These include the SSU Auditorium, science laboratories, computer services, and student housing.

SSU Auditorium

The SSU Auditorium, housed in the Public Affairs Center, is a modern, 2,017-seat theater hosting more than 60 music, theater and dance performances annually. Recent performances have included the Chicago Symphony Orchestra, the Texas Opera Theater, Michael Doucet and Beausoleil, the American Indian Dance Theater, Thom Chapin, the Smothers Brothers, the London Ballet Theater and Anne Murray. The auditorium also hosts such Broadway shows as "Chorus Line," "Cats" and "Driving Miss Daisy" and other national touring music, theater and dance companies. The auditorium is also the performing home for the Springfield Symphony Orchestra, the Springfield Ballet Company and the Community Concert Association.

All performances are open to the public with discounts for SSU students, series subscribers, senior citizens and children. Any university or high school student with a current ID may purchase tickets to SSU-sponsored events at half price, one-half hour before curtain.

Tickets and information for all performances are available at the Ticket Office in the Public Affairs Center which is open Monday-Friday, 11 a.m. to 5 p.m., and two hours prior to performances.

Laboratory Facilities

A major strength of the biology program at Sangamon State University is the availability of fine instrumentation for use by undergraduates in class and for special projects. In today's society it is important to have technical skills as an adjunct to theoretical knowledge. The quality of the laboratory facilities combined with the "hands-on use" philosophy of the program prepare students for both graduate school and laboratory positions.

The university plans to break ground during the spring of 1990 for a new Health Sciences Building. To be located immediately southeast of the university's central plaza and connected to Brookens Library by an underground tunnel, the new building will be home to the following academic disciplines: biology, biochemistry, physiology, microbiology, physical chemistry, cell biology, synthetic chemistry, nursing, microscopy, medical technology and allied health sciences.

To be completed by the fall of 1991, the new 56,847-square-foot facility will include numerous laboratories and classrooms. Space for mathematics and computer sciences labs, a computer terminal lab and a management information lab will also be housed in the new building. Also located in the new structure will be a greenhouse and an animal vivarium.

Computer Services

Students and faculty use the university Computing Center for instructional and research activities. The center consists of a computer room, two microcomputer labs, a microcomputer and terminal lab and a computer classroom. A local area network provides the students and faculty with access to a wide variety of MS-DOS-based software.

The center is open Monday through Thursday, 8 a.m. to 1 a.m.; Friday, 8 a.m. to 5 p.m.; Saturday, 9 a.m. to 5 p.m.; and Sunday, 2 p.m. to 10 p.m.

CRT terminals in center labs and at other campus locations operate on-line to a mainframe UNIX-based computer and to an off-campus IBM at the University of Illinois Computing Services Office.

Living Accommodations

On-Campus

On-campus living complements and enhances the academic experience at Sangamon State. The unique living environment enjoyed by our residents combines the privacy of apartment living with the warm sociability and convenience of an academic residential community. Single students, married couples as well as families with children are housed in the 94 apartment units located on the southeast corner of the campus. All single students are housed in fully furnished apartments, while families have the option of either furnished or unfurnished accommodations. Living options for single students include both private and shared bedroom areas with costs varying accordingly. Assignment priorities are based on the date of completed application. Full information and application materials may be obtained by contacting the SSU Housing Office.

Off-Campus

In addition, information regarding off-campus accommodations is maintained in the Housing Office. Staff will be delighted to assist you in your off-campus housing search, however students are responsible for arranging their own off-campus accommodations.

Student Services

The university offers a variety of services which are designed to make students' lives more comfortable. All services are available to full-time and part-time students. Services include personal counseling, child care, health care, food service and student health insurance.

Transportation

The Springfield Mass Transit District provides bus transportation between the Springfield downtown area and the university campus every half hour between 8 a.m. and 6 p.m., Monday through Friday; limited service is also available on Saturdays. Schedules and additional information are available from the Student Life Office. Students may ride the bus between SSU and Lincoln Land Community College at no cost.

Food Service

The main food service area is located in the Public Affairs Center. This location provides cafeteria, restaurant and catering services to the university. The cafeteria features a wide variety of selections in a hot-food line, salad bar, dessert and beverage counter and grill area. The cafeteria serves three meals daily, Monday through Thursday, during the fall and spring semesters. Breakfast and lunch are served on Friday and during the summer.

The restaurant is open before most shows held in the University Auditorium and is utilized for conferences throughout the year. Catering is available.

The secondary food service operation is located in the Student Center. A grill area is open 11 a.m. to 8 p.m., Monday through Thursday, and 11 a.m. to 2 p.m. on Friday, during the fall and spring semesters. Summer hours are from 11 a.m. to 2 p.m. A limited selection of fast foods, beverages, snacks and convenience store items is also offered.

Bookstore

Follett's Lakeside Bookstore is located just off the cafeteria on the first floor of the Public Affairs Center. All texts required for classes are available in the store. A large supply

of used textbooks is available to reduce educational costs. In addition, the bookstore carries school supplies, reference and easy-reading books, greeting cards, gift items and SSU clothing.

Bursar's Office

The Bursar's Office, located on the first floor of the PAC building, cashes personal checks up to \$25, or \$25 over amount of payment, for students presenting a valid SSU ID card. The Bursar's Office also operates a U.S. postal substation; collects registration, housing and other fees; and sells campus parking decals, bus passes for the Springfield Mass Transit District and travelers checks. MasterCard and VISA are accepted for all payments. Free notary public service is available.

The Bursar's Office is open from 9 a.m. to 5 p.m., Monday through Friday. During fall and spring semesters and the first two weeks of summer session, office hours are extended to 6:30 p.m., Monday through Thursday. When classes are not in session, the office closes at 5 p.m.

ID Cards

Each student is issued an identification card at registration. The card is required to check out materials and equipment from the library and may also be used to secure ticket discounts and/or admission to university-sponsored events. Lost cards may be replaced, for a fee, by contacting the Office of the Associate Dean of Student Services.

Public Safety Department

The Public Safety Department, located in the McClelland House, operates 24 hours a day. Public Safety provides a variety of services including motorist assistance, key control, parking operations, crime prevention and safety/security operations.

Parking

Full-time and part-time students, faculty and staff who use the university's parking lots are required to purchase parking decals and display them on their vehicles. Decals are sold at the Bursar's Office. Individual applicants may purchase two decals without presenting any vehicle ownership information. Persons needing decals for more than two vehicles must present to the Bursar's Office a valid and current Vehicle Registration Card for each additional vehicle.

Health Service

SSU's Health Service provides treatment to all students, full- or part-time, whether or not they are insured. *Students do not pay a health service fee*, and most services are provided without charge. The university requires an interview and/or examination when legal obligations might be involved in cases such as on-the-job injuries or injuries occurring on campus.

Services include treatment for minor illnesses such as colds, allergies and infections, as well as diagnosis and treatment of sexually transmissible diseases, diabetes and hypertension. Referrals to other physicians and to other agencies may be made through the Health Service.

Special services are also offered, such as allergy injections, birth control, pelvic examinations and pap smears, referral for problem pregnancies and individualized diet and weight control programs. Other services include immunization for foreign travel and consultation about and administration of required and recommended immunizations. Health recommendations for foreign travel are also offered. Laboratory tests are given at

reduced rates, and certain health-related equipment items, such as crutches, ice bags and heating pads, are available on loan with no charge for short periods of time. Health literature and information are available in the Health Service and on pamphlet racks throughout the campus.

A registered nurse is available during Health Service hours, Monday through Friday, 8:30 a.m. to 5 p.m. Physician's hours are Mondays and Thursdays *only*, 10 a.m. to noon. Appointments are not required but are recommended in order to provide more efficient service to students.

All care is completely confidential.

Student Health Insurance

Each full-time student is assessed a fee for group health and accident insurance unless the student shows proof of equivalent coverage. Part-time students are also eligible to participate in the insurance program by completing an enrollment form and paying the required insurance fee. SSU-insured students may purchase identical coverage for dependents. Students insured during the spring semester may continue coverage for themselves and their dependents through the following summer even if they are not enrolled during the summer term. (To assure summer coverage, students must make application and pay the required premium prior to the last day of the spring semester.)

University Child Care Center

Child care is provided at the university Child Care Center, located on Shepherd Road at the north entrance to the university. Care is currently provided for children of students, ages 2 to 5. The center is open from 7:30 a.m. to 6 p.m., Monday through Friday. Rates and schedule are subject to change. Considered one of the best child care facilities in the community, the center offers a varied program designed to address the needs of each child.

Office of Career Services/Placement

Today's competitive labor market makes career/life planning a necessary component of a student's academic experience. The Career Services/Placement Office provides data on career trends and occupational information to assist students with career decision-making. During the academic year the office sponsors workshops on career exploration, skills and values identification and effective self-marketing techniques. Individual career counseling and occupational testing is also available.

Placement services include posted job listings, a newsletter, on-campus interviews and job leads for networking. Information about professional and graduate schools is also available.

Personal Counseling

Individuals in the university community can, of course, experience personal and psychological problems. Counseling and psychotherapeutic services are provided to assist students, staff and faculty to cope with the adjustment problems they experience. The university Counseling Center has staff members who are trained professionals qualified to provide psychological services on an individual and/or group basis.

The Counseling Center also has available a number of psychological tests which can provide valuable personal information for clients.

Over the course of the academic year, the Counseling Center also provides adjustment seminars for the university community to help individuals cope with such problems as test anxiety, fear of public speaking, assertiveness and personal growth.

Individuals needing information or supportive services in any of these areas should contact the Office of Counseling Center for a referral.

Learning Center

The Learning Center is an academic support service. Specialists in writing, mathematics and English as a second language, as well as a corps of outstanding student tutors, provide individual and group instruction in a variety of areas. Students may obtain help with particular subjects or with general academic development. The Learning Center assists all persons who are interested in developing their abilities to the highest possible level.

The center is open from 9 a.m. to 7 p.m., Monday through Thursday, and from 9 a.m. to 5 p.m. on Friday. Appointments assure the student of reserved time with staff members.

Minority Services

The Minority Services Center staff, along with minority faculty, staff and students who are familiar with the university and the local community, assist minority students in adjusting to the Sangamon State environment. Believing that human potential must not be limited because of race, sex, creed, national origin or economic status, the Minority Services Center attempts to reach all who can profit from its services and programs.

The center works to meet educational, social and cultural needs of all minority students.

Foreign Student Advising and Counseling

The Foreign Student Adviser's Office assists international students in gaining maximum benefit from their educational experience at Sangamon State. Services include interpretation of governmental and institutional regulations, orientation to the university and community and personal counseling. The foreign student adviser works with the International Student Association and the host family program to provide on-campus and off-campus opportunities for acculturation.

The major event which highlights international activities is the annual International Celebration. Students are encouraged to bring traditional clothing, pictures, musical instruments and crafts from home for participation in this exciting event.

Student Activities

Student activities run the gamut from intramural leagues to art and drama, and meet a wide variety of student interests. Activities include intercollegiate sports, recreational excursions, theater performances and lectures.

Recreation and Athletics

The intercollegiate recreation and athletics program at Sangamon State is designed to meet the needs of three distinct groups of students: those who prefer activities which encourage the development of lifelong recreational interests; those who enjoy recreational competition for both teams and individuals; and, in a few areas, those who desire competition at an intercollegiate level.

For the first and most numerous group, the program provides opportunities on campus for tennis, table tennis, billiards, pool, foosball and jogging. Tennis instruction is available regularly on the university's courts; the game room and playing fields are available to those

who wish to engage in activities on a less formal basis. The university's gymnasium is available for basketball, volleyball and gymnastics. The Recreation Office also arranges for ski trips, canoe trips and other recreational excursions.

For those who enjoy more structured recreational activities, the university sponsors intramural leagues in softball, basketball and flag football. Tournaments in individual sports such as tennis, table tennis, pool and billiards are also conducted throughout the year.

In 1977, the university fielded its first varsity intercollegiate athletic team. Soccer was chosen as the first varsity sport because of its increasing popularity both nationally and locally. The university is a member of the National Association of Intercollegiate Athletics (NAIA) and runs its program in accordance with the constitution and bylaws of that organization. The Prairie Stars soccer team plays a full schedule against recognized collegiate teams and is eligible for post-season competition in NAIA tournaments. Sangamon State University hosted the national NAIA soccer tournament in 1979, 1980 and 1981, won the national title in 1986 and 1988 and placed third in 1987.

Women's tennis, also an intercollegiate sport at the university, boasts two state championships in its brief existence. Beginning in the fall of 1979, the women's Prairie Stars tennis team played a full schedule against midwestern collegiate teams. They participated in the spring 1981 NAIA national tournament and finished eighth in the nation. Two team members gained a berth in the 1986 national tournament and one team member in 1987. In 1988, the entire team qualified and participated.

The university organized a men's tennis team in the spring of 1981. The team plays a full schedule against midwestern collegiate teams and competes in post-season competition in the National Association of Intercollegiate Athletics. In the spring of 1981, the men's tennis team finished 15th in the NAIA national tournament and one team member in 1987.

In fall 1989, the university introduced two new intercollegiate athletic teams: women's volleyball and coed sailing. Both teams completed a successful first year of intercollegiate competition.

There are a number of campus clubs which bring together students who share a common interest, such as chess, bridge and sailing. An International Club for students and community members provides an awareness of other cultures and an opportunity for mutual understanding. The club cosponsors an annual international bazaar featuring foods, costumes and crafts of many countries.

As enrollments and facilities grow at the university, the recreation and athletics program will be expanded in accordance with student interests. New programs, as well as established ones, are designed to provide for participation by the maximum number of students, to encourage the development of lifelong recreational interests and skills and to cultivate satisfying uses of leisure time.

The university has 15 soccer fields, two flag football fields, two baseball diamonds, one outdoor basketball court, four tennis courts, two grass volleyball courts, a cricket field, an outdoor ice-skating area and a nature trail. Nearby Lake Springfield has two public beaches, fishing facilities, public boat launching docks, park and picnic areas and a children's zoo. The Abraham Lincoln Memorial Garden located on the lake shore features nature trails winding through 60 acres planted with trees, shrubs and flowers native to the Midwest of Lincoln's time. One public golf course is located at the lake with four others in the city.

Music, Arts, Drama

Sangamon State University, Lincoln Land Community College and Springfield College in Illinois, as well as various community groups, all offer a variety of cultural attractions. Throughout the year, the drama, dance and music faculties present major productions, most of which are also open to the public. Folk and rock musical groups are scheduled frequently at SSU or at LLCC's Campus Center. A film series, supported by SSU student activity fees, brings contemporary and classic films to campus. Sangamon State and Lincoln Land student ID cards provide free admission or reduced rate admission to activities offered by either institution.

Both indoor and outdoor student art exhibits are held on the campuses. The city's interest in the visual arts is expressed through the Springfield Art Association, the Illinois State Museum Art Gallery, an annual Old Capitol Art Fair and a university gallery.

The Springfield Theatre Center, a community group, has a regular season of productions which include at least one children's play.

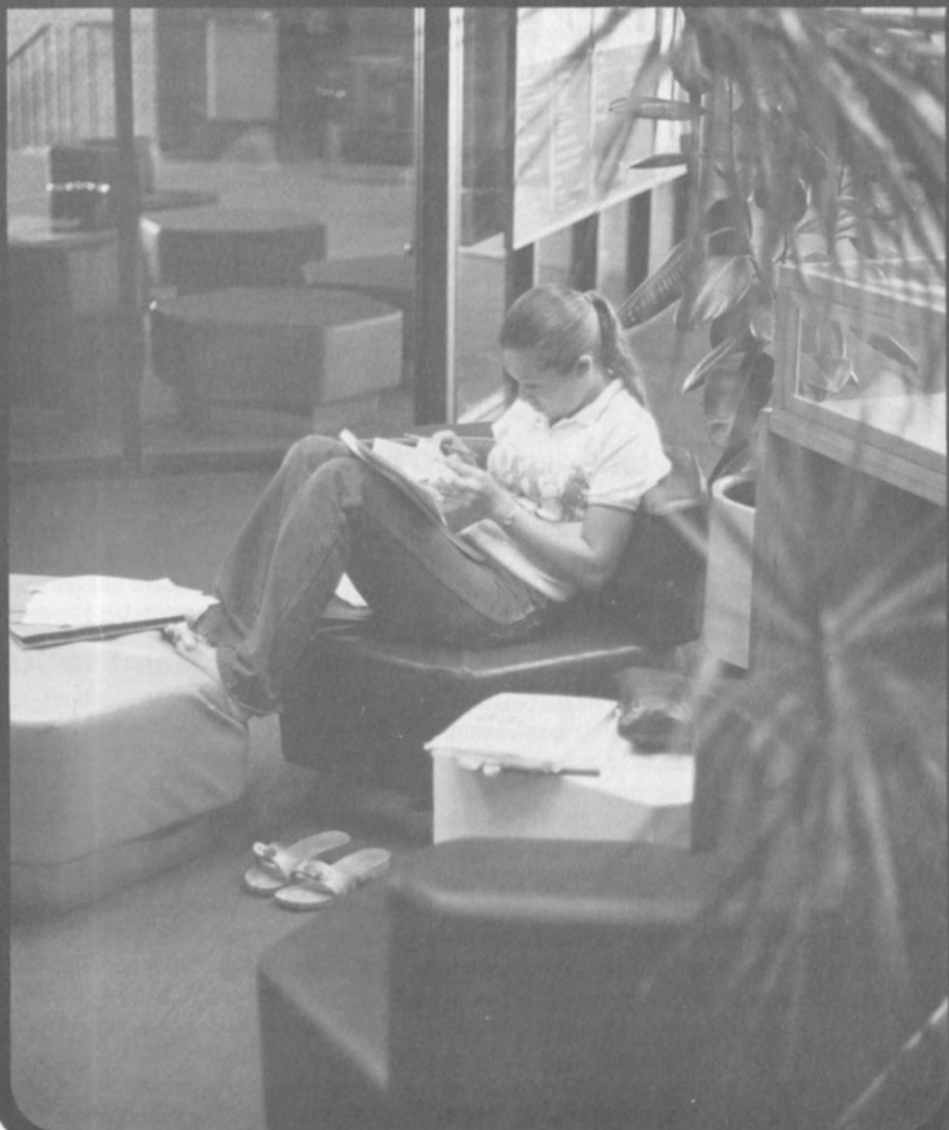
Lectures

During the past few years, Sangamon State University has sponsored appearances by many prominent figures: business executives, journalists, social scientists, consumer advocates, political leaders, creative writers and artists. Among these distinguished persons were Watergate figure James McCord; Germaine Greer; Phyllis Schlafly; Susan Catania; Gov. James R. Thompson; Sen. Paul Simon; U.S. Commissioner on Civil Rights Mary Berry; anthropologist, author and scholar, Yosef Ben-Jochannan; Nobel Laureate economists James Tobin and James Buchanan; Shirley Chisholm; Cecily Tyson; Sen. Jacob Javits; Norman Mailer; Robert Price, president of Control Data Corporation; and Gene Roddenberry, creator and producer of the television series "Star Trek."

Student Senate

Sangamon State urges students to seek election to the Student Senate and to participate in university decisionmaking. Students may earn academic credit for service in major areas of university governance: the University Assembly, its councils and various standing committees. Procedures for earning credit are outlined in U.A. Bill 36 and may be obtained from the University Assembly Office. Generally, students write a report and self-evaluation, relating their experience to relevant public affairs literature. The report must be approved by a faculty member in the student's academic program, by the student's academic adviser and the speaker of the assembly.

Undergraduate Studies



Undergraduate Admission

Admission to undergraduate study at Sangamon State University is open to graduates of accredited community colleges and transfer students with an associate degree or equivalent (a minimum of 60 semester hours) at an accredited college or university. In addition, admission is available to persons who can demonstrate competency and readiness for upper-division study through completion of sufficient lower-division course work; through appropriate examinations; or, in some cases, through evaluations of professional and life-learning experience (see Alternative Admission Opportunity, p. 32, and Credit for Prior Learning, p. 33).

Admission to the university does not constitute matriculation in a particular degree program. Some programs have special entrance requirements; others have limited enrollments. Applicants should check program descriptions in this catalog to learn of special requirements and/or enrollment limits.

General Procedures

Prospective students should write to the Office of Admissions and Records, Sangamon State University, Springfield, IL 62794-9243 and request an application form. Illinois residents may call toll free, 800/252-8533. Out of state residents may call toll free, 800/722-2534.

The application and previous transcripts should arrive at least one month prior to the beginning of the term in which the student plans to begin course work. Some academic programs have early deadlines for applications (see catalog information about specific programs). Bachelor's degree applicants must submit transcripts from *all* institutions where courses were taken.

For further information see Registration Procedures, p. 45.

Students from Accredited Community and Junior Colleges

Sangamon State University subscribes to the provisions of the "Community College-Senior College Articulation Report," August 1978. In essence, this report approves admission for all graduates of regionally accredited community and junior colleges who have earned the associate in arts or the associate in science degree. These degrees meet all General Education Requirements.

Other Transfer Students

Students who lack the associate in arts or associate in science degrees, but who have completed at least 60 semester hours (90 quarter hours) of lower division credit with an average of C or better may be considered for admission to the university. Remedial or developmental courses are not applicable to admission requirements. Transfer students should see General Education Requirements below.

Immunization Requirement

Students born Jan. 1, 1957, or after are required to provide proof of immunization against measles, mumps, rubella, diphtheria and tetanus. Illinois legislation requires all public and private universities in the state to require these immunizations of their students. The purpose of this requirement is to prevent the introduction and spread of vaccine-preventable diseases among students and the surrounding community.

Students are exempt from this requirement if they were born prior to 1957, have previously attended Sangamon State University, are taking classes outside of Sangamon County, or are enrolled for less than six semester hours. Students may also file for a medical

or religious exemption.

Questions concerning this policy should be directed to the University Health Service.

General Education Requirements

ENGLISH COMPOSITION IS THE ONE GENERAL EDUCATION REQUIREMENT WHICH MUST BE MET BEFORE ADMISSION TO SSU. All students without an associate in arts or associate in science degree from an Illinois community college must satisfy the General Education Requirements at SSU if these were not completed elsewhere. The General Education Requirements, if taken at SSU, may extend the bachelor degree credit hour requirements.

Students must successfully complete the following General Education Requirements:

English (two courses, one of which is in composition)	At least 6 semester hours
Humanities (two courses)	At least 6 semester hours
Social Science (two courses)	At least 6 semester hours
Math (one course)	At least 3 semester hours
Science, with lab (one course)	At least 4 semester hours

Students with Advanced Standing

Undergraduates are normally admitted as juniors but the university may accept up to 30 semester (45 quarter) hours of appropriate upper-division work completed at an accredited four-year college or university. However, the student must meet all university and program degree requirements. Only transfer credit hours earned with a grade of C or better are acceptable for advanced standing.

Residency Requirement (Minimum SSU Hours)

To receive a Sangamon State bachelor's degree, students transferring with upper-division credit must earn a minimum of 30 semester hours at Sangamon State University, 12 of which must satisfy University Requirements in the areas of Public Affairs Colloquia, Liberal Studies Colloquia and Applied Study, and must fulfill the specific requirements of the chosen degree program.

Alternative Admission Opportunity

It is possible for a student with less than 60 undergraduate semester hours of credit to be considered for admission to a bachelor's degree program at the junior level. A program of Alternative Admission permits consideration of an individual's total life experience as admission criteria for bachelor's degree study. The program is for the mature student who seeks junior status and has had extensive life learning which may be considered in lieu of the traditional classroom learning during the freshman and sophomore years. Ordinarily it is expected that the applicant would have had a minimum of 12-15 years of experience following high school. The Admissions Committee provides an individual assessment of each applicant's eligibility based on the following: a written narrative providing a review of learning through life experience; letters of recommendation which reinforce the demonstrated skills, work experiences and other learning experiences; demonstration of competency in the five areas of general education by *either* satisfactorily completing the appropriate College Level Examination Program (CLEP) tests *or* by taking the general education courses mentioned under General Education Requirements, above. Applicants must also submit official transcripts from any college or university where credit was earned. Interested persons should contact an SSU admissions counselor for additional information.

Special Admission

Persons with two years of college credit or equivalent experience and who are not seeking a degree from SSU may enroll for courses at Sangamon State University as special students.

Special students normally take one class per semester and are asked to define their educational goals before exceeding 16 semester hours as undergraduates. Students who then choose to become degree candidates must complete regular admissions procedures, including acceptance into a degree program.

When formal admission is attained, course work completed as a special student is evaluated by the relevant academic program and may or may not apply toward graduation requirements. The university accepts a maximum of 16 semester hours of special student credits for undergraduates.

Credit for Prior Learning

Credit for prior learning (CPL) enables qualified undergraduate and graduate students to receive academic credit for college-level learning acquired outside the classroom. The CPL process is particularly valuable for persons with extensive backgrounds in a profession, in workshops or seminars, in community service and volunteer work, in relevant travel and hobbies and/or in independent research.

Interested persons are encouraged to enroll in the Assessment of Experiential Learning (AST 401), a course which includes an overview of current issues in lifelong learning. AST 401 also assists students in preparing a detailed portfolio that describes and documents the learning to be assessed for credit. In preparing portfolios, students plan their proposed course of study in the context of previous learning experiences and attempt to develop an awareness of their strengths as learners. In addition to classroom work, students consult individually with appropriate faculty members.

Faculty members review portfolios and evaluate requests for credit in individual areas of expertise. A university-wide faculty committee monitors the entire CPL process.

Persons interested in requesting credit for prior learning are urged to contact the CPL office as early as possible. Portfolios may be submitted for assessment any time after a student is admitted to the university and should be submitted at least a semester before the student expects to graduate.

A Student Procedures Guide and current fee assessment information are available in the Applied Study Office.

Admission for International Students

The university seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving and lifelong learning. To that end, Sangamon State admits international students whose academic preparation and educational and personal goals indicate they will be successful in completing the university curriculum.

For undergraduate admission, an international student must have completed the equivalent of two years (60 semester hours) of C level college or university work. If the previous course of study did not include the General Education Requirements (see p. 32), those courses will become part of the graduation requirements for a Sangamon State University degree. If they must be taken at SSU, these General Education Requirements may extend the bachelor degree credit hour requirement.

Applicants should refer to the appropriate degree program section of the catalog to determine if the program has special requirements for admission. An I-20 AB certificate of eligibility cannot be issued to an applicant until he/she has been accepted by the

program.

Applicants applying from abroad, whose native language is not English, must submit official TOEFL scores. A score of not less than 500 will fulfill the English proficiency requirement for undergraduate admission.* *All students whose native language is not English* are required to take an English proficiency test on campus the week before registration. Test results do not affect admission to the university, but will be used to determine the need for an English as a Second Language (ESL) class.

For maximum consideration, foreign student applications should be received by the following dates: fall semester — June 1, spring semester — Nov. 1, summer session — April 1.

For further information contact the Office of Admissions and Records.

*Applicants who fail to meet the English language requirement may enroll at an ESL Language Center. Proficiency certification by ESL meets the English language requirement for admission.

Senior Learners

Two programs designed especially for senior learners are available at SSU.

NON-DEGREE CREDIT: The Senior Learner Program is open to all persons who have reached their 62nd birthday by the relevant registration day. Senior learners may audit special interest courses, may park on campus and may enjoy university library privileges for the fee of \$10 per term. The Senior Learner Program does not offer academic credit and does not require graded tests or papers. To register, contact the Office of Admissions and Records.

DEGREE CREDIT: A Senior Citizen's Tuition Waiver Program is available for persons 65 or older with incomes less than \$12,000 per year. This program allows persons to earn undergraduate or graduate credit by paying only university fees, with the tuition being waived. Regular class expectations must be met for academic credit. This program must be arranged through the Office of Financial Assistance.

Bachelor's Degree Requirements

General Requirements: Bachelor's Degree

To earn a bachelor's degree from Sangamon State University, a student must fulfill the following requirements:

- Earn 60 semester hours of credit at the upper-division level.
- Earn a minimum of 30 semester hours credit in residence at Sangamon State.
- Satisfy General Education Requirements (see p. 32).
- Satisfy University Requirements regarding Public Affairs Colloquia, Liberal Studies Colloquia and Applied Study Term of at least 12 semester hours.
- Receive certification of adequacy in communication skills from the program conferring the bachelor's degree.
- Complete course work with a cumulative Sangamon State grade point average of at least 2.0.
- Complete successfully the Illinois and United States Constitution examinations in order to satisfy the requirements of Illinois School Code Sec. 27-3. (Must be completed at the collegiate level.)
- Fulfill all academic program requirements.
- Complete the Graduation Contract.
- Pay a graduation fee of \$20 (subject to change).

Undergraduate Degree Programs and Areas of Study

Sangamon State University offers 23 undergraduate degree programs. These range from traditional disciplines such as history, economics and biology to more career-oriented concentrations such as health services administration, business administration and social justice professions or interdisciplinary programs such as communication. In addition, Sangamon State offers an unusual alternative called the individual option program.

The Office of Admission and Records can assist students who are choosing an academic program. This assistance includes life/career planning, vocational testing and interpretation and referral to appropriate academic programs for further information.

Degree Programs

Sangamon State awards the following baccalaureate degrees:

Accountancy (B.A.)	Labor Relations (B.A.)
Biology (B.A.)	Legal Studies (B.A.)
Business Administration (B.B.A.)	Management (B.A.)
Chemistry (B.S.)	Mathematical Sciences (B.A.)
Child, Family, and Community Services (B.A.)	Medical Technology (B.S.)
Communication (B.A.)	Nursing (B.S.N.)
Computer Science (B.A.)	Political Studies (B.A.)
Economics (B.A.)	Psychology (B.A.)
English (B.A.)	Sociology/Anthropology (B.A.)
Health Services Administration (B.A.)	Social Justice Professions (B.A.)
History (B.A.)	Visual Arts (B.A.)
Individual Option (B.A.)	

Individual Option Program

The individual option program provides a unique opportunity for students to design their own major concentration. The program is designed for the student who wants to combine areas of study rather than to pursue a traditional discipline, or for the student who wants to focus on an area of study not covered in established programs at SSU but for which faculty competencies and other resources are available.

Generally, individual option degrees are based on broad topics or problems which reflect particular student needs and interests. Two courses, Self-directed Learning (INO 301) and the Individual Option Colloquium (INO 311), offer students the opportunity to explore and develop particular courses of study. The student works with an advising committee of faculty and peers in preparing a personal degree program.

Persons who wish to pursue a degree in Afro-American and African studies, women's studies, energy studies or international studies will find the individual option program well suited to their needs.

Sequences/Minors

In addition to regular degree programs, Sangamon State offers three sequences: philosophy, teacher education and women's studies. Courses in each sequence enable students to design minor fields of study within their chosen degree program. Majors incorporating philosophy or women's studies may be designed using the individual option program. For details, see the descriptions of individual sequences in this catalog. Minors in many other areas are also currently under consideration for implementation in the fall of 1990.

Thematic Activities

Thematic activities are multidisciplinary explorations of current issues and problems through courses, research, conferences, experiential learning opportunities and community outreach.

These opportunities involve faculty and students throughout the university. Themes include:

- Afro-American and African Studies
- Astronomy/Physics
- Energy Studies
- Spoken Foreign Language
- International Studies

For further information, see individual descriptions in this catalog.

Media-Based Courses

Sangamon State University offers several learning opportunities through the media including radio sideband, television and newspaper courses. The university's FM public radio station offers sideband courses over a special educational broadcasting frequency. Students who register for these courses are provided with a special receiver. The major portion of educational material is provided through readings and through broadcasts, although campus discussions are conducted. Newspaper and TV courses are offered in a similar manner. Students earn regular college credit and enroll in these courses as they would in traditional courses. Courses are listed in the course schedule each semester.

Spoken Foreign Languages

SSU is part of a national network of schools offering instruction in unusual or critical languages such as Chinese, Japanese, Russian, Arabic, Portuguese and Swahili. Offered sequentially for four credits each semester, spoken foreign language courses focus on self-instruction with tutoring from a native speaker of the chosen language. Students work with cassette tapes 10 to 12 hours each week. They also meet with a native speaker for an hour and a half, twice a week. At the end of each semester, an external examiner gives each student an oral examination, the primary basis for the final grade.

Critical languages are offered in two-year sequences. All courses are listed in the course schedule under the UNI 440 series. Prior permission is required for enrollment.

Statement of Purpose

A student with a bachelor's degree should be able to comprehend written and spoken communications from simple narrative to scholarly exposition, novels and poetry. A student should be able to use and apply abstractions, principles, ideas or theories to concrete situations.

Content as well as form is important to a baccalaureate education. The student should have broad familiarity with the social sciences, humanities, sciences, mathematics and English. In addition, Sangamon State University mandates a special understanding of public affairs in the broadest and most humanistic sense.

The student receiving a bachelor's degree will:

1. Be able to recognize significant terminology, facts, theories, issues, findings, abstractions, universals, principles and generalizations within a discipline; further, have a familiarity with ways of organizing, studying, judging and criticizing relevant knowledge in a chosen field, including methods of inquiry, patterns of organization and standards of judgment;

2. Be able to use the relevant knowledge within a discipline, through reading, interpreting and evaluating the appropriate literature, analyzing data, understanding implications and formulating and defending conclusions;

3. Demonstrate a mastery of appropriate skills within a chosen discipline and an ability to apply such knowledge and skills and demonstrate an ability to apply abstractions in concrete situations.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies, public affairs and applied study. The 12 semester hours must include at least four hours in each of at least two of these areas. Academic programs may determine which areas are appropriate for their students. In programs that do not specify a distribution of courses among the three areas, each student and the adviser and program must agree on a fitting distribution of course for that student before the student completes 30 hours of upper division work. Program requirements, equivalent course work and equivalent learning from prior experience will be used in reaching this agreement.

Academic Advising

Following admission to the university, each student is assigned a faculty adviser from the appropriate academic program. Faculty advisers work with students to assure satisfactory progress toward graduation and toward personal and career goals. At any time, students may change advisers by completing a Selection of Faculty Adviser form with the newly selected faculty member.

In recognition of the maturity of upper-division and graduate students, the university entrusts the student with substantial initiative in the academic advising process. Students should arrange appointments with their advisers prior to each registration, including their first, and should maintain contact with the adviser throughout their academic studies. *It is especially important for students to meet with faculty advisers prior to the final term of study in order to arrange for all necessary graduation requirements.*

Catalog Requirements

Students may choose to meet the academic program requirements of the catalog in force at the time of their admission to the university as a degree candidate or of any catalog in force during a period subsequent to admission, not to exceed seven years for bachelor's candidates. Students unable to complete graduation requirements within this period may, at the discretion of their academic programs, be held responsible for requirements in the catalog in force during their year of graduation.

Liberal Studies Colloquia (LSCs)

The Liberal Studies Colloquia are multidisciplinary courses that engage important issues using points of view and value systems that extend beyond the usual cultural and disciplinary boundaries and contexts. Where possible, students will study and discuss primary works that have significance beyond a single discipline.

Each semester a number of different colloquia are offered. There are no prerequisites for any of these. While the choice of a LSC is the student's prerogative, students are encouraged to select LSCs with focuses outside their major programs. Descriptions of LSCs are published each semester in the course schedule.

Public Affairs Colloquia (PACs)

Sangamon State University features a unique series of courses called Public Affairs

Colloquia. Each semester a number of different colloquia are offered, with several objectives in mind: to explore and cultivate an informed awareness of contemporary issues and situations; to provide, through an interdisciplinary approach to these issues, a wider understanding and stronger research and problem solving skills; to investigate the formulation and implementation of public policymaking and to realize its multidisciplinary consequences; and to foster and preserve a sense of community through shared information and intellectual values. There are no prerequisites for any of the colloquia.

Like the LSC, the choice of a PAC is the student's prerogative, however, students are encouraged to select PACs with focuses outside their major programs. Descriptions of PACs are published each semester in the course schedule.

Applied Study and Experiential Learning Term

The Applied Study and Experiential Learning Term (AST) gives students the opportunity to relate academic learning to practical experience. Through the AST, students have the opportunity either to experiment with career options or to broaden and expand a current area of expertise. The AST process emphasizes the development of skills in planning, evaluation and independent learning. Critical to the concept of the AST is the integration of theoretical knowledge with applied skills.

Students should consult with their academic advisers and the AST faculty on the integration of their academic studies and experiential learning. It is recommended that at least 12 semester hours of credit in the student's major be completed before enrolling in the AST.

Constitution Requirement

The Illinois School Code (Sec. 27-3) requires all students graduating from public institutions in Illinois to pass an examination on basic principles, documents and practices of the governments of the United States and of the state of Illinois. Credit earned in certain courses at SSU or other institutions may be approved in lieu of a specific examination. This requirement need only be satisfied once at the collegiate level. Nonresident aliens who are returning to their home countries immediately upon graduation are exempt from this requirement. For further information, consult the Office of the Dean of Student Services.

Graduation Contract

The commencement ceremony to award bachelor's and master's degrees is held annually at the end of the spring semester. However, a student may file a Graduation Contract during any semester or summer term in which degree requirements will be completed. The student should submit the contract to the Office of Admissions and Records no later than the end of the eighth week of classes during a semester or the end of the fourth week of classes during a summer term.

The contract must be approved by the student's adviser, the program convener or director, and the appropriate dean. Students may submit Graduation Contracts for early evaluation during the semester or term prior to their final term. Contract forms are available in the Office of Admissions and Records.

Use of Lower-Division Courses for Degree Credit

A Sangamon State student may include up to 12 semester hours of lower-division credit toward a bachelor's degree. The application of such credit must have the approval of the student's adviser, a program representative and the appropriate dean. Students must have upper-division status at the time the lower-division credit is earned. In addition, the lower-division credits may not pertain to a previous degree and a grade of C or better is required.

Requirements for a Double Major

Students may earn a bachelor's degree in two major areas of study. All program requirements for each major area must be completed. Courses from one program may be used as electives in the other if previous program approval is obtained. All university requirements for the bachelor's degree must be met. Normally, only one applied study is required. *It must be approved by both programs.*

Second Bachelor's Degree

Persons who have already earned the baccalaureate degree and seek a second B.A. or B.S. degree from SSU must complete all hours toward the major that are required by the academic program. A minimum of 30 semester hours toward the second degree must be completed at Sangamon State University. If the first bachelor's degree was earned at SSU, an additional PAC is not required; however, a second applied study may be required by the academic program. Students who earned the previous degree at another institution must meet University Requirements regarding liberal studies colloquia and applied study term.

Academic Standards

Bachelor of Arts and Bachelor of Science University Honors

Academic honors are bestowed as a means of recognizing and encouraging superior academic achievement among baccalaureate candidates.

Honors criteria are as follows:

- (a) Only grades obtained at Sangamon State University will be considered.
- (b) The grade-point average will be calculated on all graded, undergraduate credit received at Sangamon State University.
- (c) At least 30 hours of graded credit must be accumulated at Sangamon State University to be considered for honors.
- (d) Final grade-point average of 3.75-3.86 shall receive a With Honor designation.
- (e) Final grade-point average of 3.87-3.94 shall receive a With High Honor designation.
- (f) Final grade-point average of 3.95-4.0 shall receive a With Highest Honor designation.

Honor statements will appear on the diploma and transcript. Honor recipients will be recognized at commencement.

Academic Load

For purposes of tuition and fees, a student enrolled for 12 or more semester hours of course work during the fall or spring semesters, or six semester hours of course work in the summer term, is considered a full-time student. Students enrolled for fewer hours are considered part-time.

Most courses at Sangamon State University earn four semester hours of credit. The normal course load for a full-time undergraduate student is four courses, or 16 semester hours. The normal course load for part-time students is one or two courses, or four to eight semester hours.

Any student who wishes to enroll for more than 18 semester hours during the fall or spring semesters or more than eight semester hours during the summer term must first submit a completed Student Petition form to the Office of Admissions and Records with the appropriate signatures.

Tutorials

As one expression of the university's commitment to the individual student, faculty members supervise independent study in the form of tutorials. Taken at either the undergraduate or graduate level, tutorials are intended to supplement, not supplant, regular course offerings. Students desiring to structure one-to-one learning experiences not regularly available but nevertheless relevant to their programs of study must secure the consent of the faculty member prior to registration. The student submits a tutorial proposal form which indicates a proposed title, topic, method of study, amount of tutor-student contact and means of evaluation, as well as the level of study and the hours of credit sought. If the faculty member accepts the proposal, he or she signs a With Permission of Instructor (WPI) form which the student must submit at registration. At the end of the semester, the faculty member records the final results of the student's work and the tutorial appears on the transcript by course number, title, grade and number of credits earned.

University Courses

In addition to regular disciplinary courses, Sangamon State offers a number of university (UNI) courses. UNI courses provide specialized knowledge and skills in academic areas which are not established components of the university's curriculum. Examples include Library Research (UNI 401), Grant and Proposal Writing (UNI 402), Career Planning and Self-assessment (UNI 403) and Spoken Foreign Language series (UNI 440). Additional UNI courses, with descriptions, are published in the course schedule each semester.

Grading

Students receive grades according to the following letter grade scale.

GRADE SYM- BOL	DEFINITION	GRADE POINTS PER HOUR	EXPLANATION AND RESTRICTIONS
A	Excellent	4.0	
B	Good	3.0	
C	Fair	2.0	
D	Marginal, but passing	1.0	
U	Unsatisfactory, or unofficial withdrawal	0.0	Courses in which U grades are earned do count in determining grade point average but do not apply toward graduation.
CR	Credit. Used only in Credit/No Credit grad- ing option	----	For use in CR/NC option. CR represents a grade of C or better for undergraduates or B or better for graduate students.
NC	No Credit. Used only in Credit/No Credit grad- ing option	----	Students who earn grades of D or U under the Credit/No Credit option will have NC recorded on their transcripts.
W	Authorized Withdrawal	----	A W will appear on the transcript for the course(s) from which the student officially withdrew. A student who fails

to withdraw officially from a course will be assigned a U grade.

A student may request approval for an incomplete from the instructor when all work for a course has not been completed.

An R symbol will continue to appear on a student's grade report until the course work has been completed and a grade has been assigned. During the interim, re-registration is not necessary.

Changes of enrollment from credit to audit may be done through the last day for authorized withdrawal with the approval of the instructor. Students enrolled for full-time academic work must include any course they wish to audit as part of the maximum permitted load. If an auditing student does not attend classes regularly, the instructor may determine that the audited courses should not be placed on the student's transcript. A student may not change from audit to credit in any course, nor can credit for the audited course be established at a later date.

**Courses for which an R grade may be awarded will be designated in advance.*

Instructors may submit plusses and minuses for grades A through D. Grade-point equivalents are:

GRADE	GRADE POINTS PER HOUR	GRADE	GRADE POINTS PER HOUR
A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0
B-	2.7	D-	0.7
C+	2.3	U	0.0

Grading Option: Credit/No Credit

Students who select the Credit/No Credit (CR/NC) grading option must officially register their intent with the Office of Admissions and Records before the course is three-fourths completed, which is the last day to withdraw. (See Withdrawal from Courses in the course schedule.) No changes are acceptable after the designated date. Limits on the number of credit hours earned under the Credit/No Credit grading option may be established by individual academic programs.

Credit is awarded under the Credit/No Credit grading option when the undergraduate student's work represents a grade of C or better or when the graduate student's work represents a grade of B or better. When a student's work is not equivalent to the relevant grade, a grade of NC is recorded on the transcript.

Courses taken under the Credit/No Credit grading option are not included in the calculation of the grade-point average. For courses taken under this option, the symbols CR, NC, I, R and W are recorded on transcripts where applicable.

Incomplete Work

A student who has not completed all work at the end of a term may request approval for an incomplete (I) from the instructor. Twelve hours of incomplete at any one time, however, causes the student to be placed on academic probation (see p. 43). A grade is given once the work has been completed. The time limit for completion of incompletes is determined by the faculty member. Incompletes not cleared by the deadline remain incompletes on the transcript. Courses for which an incomplete is recorded may be repeated. If the repeated course is completed successfully, the I is deleted from the transcript and replaced by the new grade.

Grade-Point Average

Grade points are determined by multiplying the grade points per hour by the number of semester hours earned in a course. The grade-point average is computed by dividing the total number of grade points in courses completed at Sangamon State by the total number of hours represented by those courses (excluding courses with grades of CR, NC, W, I, R or AU).

The Office of Admissions and Records uses the grade-point average to report each student's academic progress. (See Academic Probation Policy.) Grade-point averages appear on students' end-of-term grade reports and on official transcripts. Students may ask to have their cumulative grade-point average omitted from their official transcript by notifying the Office of Admissions and Records.

Dean's List

The university recognizes superior academic achievement of undergraduate students at the end of fall and spring semesters. Criteria for placement on the Dean's List include a semester grade point average of 3.75 or more, enrollment in at least eight, graded semester hours and no incomplete grades for the semester.

Graduation Grade-Point Average

Undergraduate students must have a Sangamon State cumulative grade-point average of at least 2.0 to receive a bachelor's degree.

Satisfactory Progress

For full-time students, the university defines satisfactory progress as completion

of 12 semester hours (six in summer terms) with a GPA of 2.0 or better per semester enrollment.

Academic Probation

At the end of any semester in which an undergraduate student has a Sangamon State cumulative grade-point average of less than 2.0, the student is placed on academic probation. Courses taken for Credit/No Credit do not count in calculating this average. Non-degree students and special students are exempt from this policy. In addition, students who accumulate 12 hours or more of incompletes are subject to probation.

Students on academic probation may enroll for up to 12 hours credit in the subsequent semester (six hours in the summer term), provided an Academic Probation Registration form is completed with appropriate signatures. Students placed on academic probation for two successive semesters will be suspended from the university and must then wait two semesters before petitioning for re-admission. Students with exceptional circumstances may appeal immediately to the appropriate academic dean.

For complete details on Sangamon State's Academic Probation Policy, students are encouraged to consult their faculty adviser or the registrar.

Withdrawal from Courses: Tuition and Fees

Students may withdraw from courses, or change to or from Credit/No Credit or Audit, according to the following schedule:

TIME PERIOD	TIME OF WITHDRAWAL	AMOUNT OF REFUND
1	Before first day of the semester	All tuition and fees refunded.
2	First to 15th calendar day of the semester (late registration period)	All tuition and fees will be refunded except for a service charge assessed for students withdrawing completely from the university.
3	16th to 30th day of the semester	Twenty-five percent of tuition <i>only</i> will be refunded.
4	After 30th day of the semester	NO REFUND

(For summer sessions, change 15th to 8th, 16th to 9th, and 30th to 15th.)

For intensive weekend or short courses, change 15th to one-eighth of total days, 16th to one-eighth to one-fourth of total days, 30th to more than one-fourth of total days of the course.)

Withdrawals must be made by contacting the Office of Admissions and Records and are dated at the time they are officially accepted by the registrar. If tuition and fees have not been paid at the time of withdrawal, the refund will be credited to the student's account.

Withdrawal from Courses: Academic

Students may terminate registration in a course by officially withdrawing and meeting the following deadlines:

IF COURSE MEETS FOR:	DEADLINE TO WITHDRAW:
16 weeks	end of 12th week
8 weeks	end of 6th week
4 weeks	end of 3rd week
less than 2 weeks	end of 5th day

The same deadlines apply to changes in grading options: from letter grade to Credit/No Credit and vice versa and changes to audit.

It is the student's responsibility to complete and submit an Add/Drop Registration form or letter to the Office of Admissions and Records, or contact the office by phone, by the official deadline. No withdrawals will be processed after the published deadlines. When the withdrawal occurs during Time Period 3 or 4, a W appears on the student's transcript for the course(s) from which the student withdrew. No notation appears on the transcript when the withdrawal occurs during Time Period 1 or 2. A student who fails to withdraw officially from a course will be assigned a U grade.

Repeating Courses

Students may repeat courses at Sangamon State University, although some academic programs may have restrictions on the number of times a particular course may be repeated. If a student repeats a course in which any grade was earned, the grade of the repeated course will appear on the student's end-of-term grade report and transcript. The first grade entry only will be deleted from the transcript and will not count in determining a grade-point average. Subsequent repeats will appear on the transcript and will be used in grade-point average calculation.

Course Numbering System

Each course has a three-letter prefix which indicates that it is a course in a particular program (e.g., CFC — child, family, and community services; HIS — history), or an Applied Study Term (AST), Public Affairs Colloquium (PAC), Liberal Studies Colloquium (LSC) or University Course (UNI). Each course also has a three-digit number.

Courses numbered 300 through 399 are open to juniors and seniors. Courses numbered 400 through 499 are open to juniors, seniors and graduate students. Courses numbered 500 through 599 are open to graduate students.

When a course number ends in 91 to 98, the course is experimental and not yet included in the regular university curriculum. Courses with numbers ending in 0 (for example, LIT 480) are generally topics courses in which the subject matter changes in successive semesters. These courses may be repeated but students may not receive credit for the same topic more than once.

Undergraduate/Graduate Concurrent Enrollment

Undergraduate students who are within 16 hours of completing all bachelor's degree requirements may enroll in undergraduate and graduate courses concurrently. Undergraduate students taking courses for graduate credit will be evaluated at the graduate level of expertise and quality. Students should complete a Student Petition form to be signed by the instructor of the graduate course, the graduate adviser, convener and appropriate dean.

Graduate courses will be designated as graduate credit when the bachelor's degree is granted but does not imply admission to the graduate program in which the course work is taken.

Undergraduate Enrollment in Graduate Courses

Undergraduate students who wish to enroll in 500-level courses for credit toward the bachelor's degree must have the approval of their faculty adviser and the course instructors. The instructor's approval is indicated by his or her signature on the With Permission of Instructor (WPI) form, which must be acquired prior to registration. Such students are evaluated at the graduate level.

Student Grievances

Students expressing a grievance about the application of university policy, academic or non-academic, shall attempt to seek informal resolution of the matter with the faculty or staff member involved, or, if necessary, with the help of the immediate supervisor of the faculty/staff member. If such informal procedures fail to resolve the matter in an equitable manner, the student may initiate the formal grievance procedure as outlined in the University Code. Copies of the University Code are available from the dean of Student Services and the secretary of the University Assembly.

Right To Review Files

Students at Sangamon State University have the right to inspect and review their official university records, to request corrections or deletions and to limit access to such records by other persons, in accordance with the Family Educational Rights and Privacy Act of 1974.

Plagiarism

To plagiarize is to present as one's own a thought, writing or invention belonging to another. It usually takes one of the following three forms and is done without proper acknowledgement: the inclusion of another person's writing in one's own essay, paraphrasing of another person's work or presentation of another person's original theories, views, etc.

If an allegation of plagiarism exists, disciplinary proceedings will be initiated and carried out within the academic school of the teaching faculty in which the alleged offense occurred. In the case that a student is alleged to have committed plagiarism, an instructor may refuse to grade the assignment and record it as No Credit. Penalties may include No Credit (i.e., failure) in the course as well as recommendation for disciplinary probation, suspension or dismissal from the class, program or the university.

Registration Procedures

Specific information regarding the dates and times of registration is published in the course schedule each semester and term. Generally, the course schedule is available from the Office of Admissions and Records at least two months prior to the beginning of the semester or summer term. The course schedule lists the current semester or term's courses and gives up-to-date information on registration procedures, tuition and fees and relevant semester or term deadlines. Information in course schedules supersedes similar information in the university's catalog.

Tuition and Fees Per Semester*

FULL-TIME STUDENTS (12 or more semester hours)	Undergraduate		Graduate	
	In-State	Out-of-State	In-State	Out-of-State
Tuition	\$780.00	\$2,340.00	\$795.00	\$2,385.00
Activity Fee	18.00	18.00	18.00	18.00
Noninstructional Facility Fee	6.00	6.00	6.00	6.00

Gym Fee	18.00	18.00	18.00	18.00
Health Insurance	87.00	87.00	87.00	87.00
TOTAL	\$909.00	\$2,469.00	\$924.00	\$2,514.00

PART-TIME STUDENTS

(1-11 semester hours)

Tuition (per semester hour)	65.00	195.00	66.25	198.75
Activity Fee	9.00	9.00	9.00	9.00
Non-instructional Facility Fee	3.00	3.00	3.00	3.00
Gym Fee	9.00	9.00	9.00	9.00

OTHER FEES

Student-to-Student Grant (optional)	\$ 3.00
Illinois Student Association (Fall Semester Only)	1.00
Late Registration Fee	10.00
Late Add Fee	5.00
Service Charge (for those students who withdraw from the university during the first 15 calendar days; eight days in summer)	25.00
Service Charge (Deferred Payment Plan)	5.00
Late Payment Fee (for failure to meet each Deferred Tuition Payment Date)	**
Parking Fee (semester)	7.50
Transcript Fee	2.00
Bachelor's Degree Graduation Fee	20.00
Master's Degree Graduation Fee	25.00

Summer term fees will be listed in the summer schedule.

**Tuition and Fees are subject to change. Students should check with the Office of Admissions and Records or refer to the course schedule.*

***1.5 percent per month assessed on billed and unpaid balance.*

Tuition and fees are assessed at the time of registration and are subject to change without notice. Current procedures and due dates are published in the course schedule.

The university reserves the right at the time of registration to require full payment from students who have failed in the past to pay tuition and fees on time. Students with outstanding accounts are not permitted to register for future semesters or to receive transcripts, and are not eligible to receive a degree. Bills are mailed to students who advance register. A 1.5 percent late charge per month is assessed on the billed and unpaid balance.

Students are responsible for charges for all courses which are not officially dropped with the Office of Admissions and Records prior to dates specified in the course schedule for tuition and fee adjustment. Courses must be officially dropped by letter, phone or in person at the Office of Admissions and Records. Questions regarding billing or payment should be directed to the Accounting Office.

Residency Determination for Tuition

Resident status determination is in accordance with Board of Regents policy. Students, to be considered residents, must have been bona fide residents of the state for a period of at least six consecutive months immediately preceding the beginning of any term for which they register at the university and must continue to maintain a bona fide residency in the state. A student whose parents (or one of them if only one parent is living or the parents are separated or divorced) have established and are maintaining a bona fide residence in the state and who resides with them (or the one residing in the state) or elsewhere in the state will be regarded as a resident student.

A person who is not a citizen of the United States of America, to be considered a resident must have permanent resident status with the United States Immigration and Naturalization Service or be a non-immigrant alien who has been permitted by Congress to enter the country on terms permitting the establishment of domicile in the United States and must also meet and comply with all of the other applicable requirements of this regulation to establish resident status.

To request a change of nonresident status, students will be required to complete a Petition for Determination of Residency Status form provided by the Office of Admissions and Records. This petition requires satisfactory evidence of in-state residence in compliance with the above residency classification rules.

Special Fees

A student activity fee of \$18 per semester for on-campus, full-time students (\$9 per semester for a part-time student) is part of the student's bill. The fee supports such activities as films, art exhibits, dances and visiting lecturers. A noninstructional facility fee of \$6 is assessed for on-campus, full-time students (\$3 for part-time students). A gym fee of \$18 for on-campus, full-time students (\$9 for part-time students) allows access to recreational facilities by the student and his/her spouse and dependents. Fees are subject to change without notice.

Course Charges

Charges for laboratory, art and other classes requiring use of disposable supplies and materials are indicated in each course schedule and are in addition to regular tuition and fees.

Students withdrawing from a class within the first 30 calendar days of the fall and spring semesters (15 days for the summer term) are entitled to full refund/credit of the course charges. Students who withdraw from the course after the deadline will not receive a refund/credit for the course charge.

Late Registration Fee

A late registration fee of \$10 is charged any student who registers after the add/drop period for any semester or term.

Changes of Courses

A student may add or drop courses during the late registration period of a regular semester or term. Full tuition and fees are refunded if all courses are dropped before the first day of classes. The university will retain a service charge if all courses are dropped during the late, add/drop registration period. A fee of \$5 is charged for courses added after the add/drop period. These procedures are subject to change without notice. Please refer to the current course schedule for specific refund information and dates.

Auditing Courses

Students auditing courses are required to pay full tuition and fees. Courses audited successfully appear on the transcript with the grade of AU. Students may not change from audit to credit in any course and credit for audited courses may not be established under any circumstances.

With approval of the student and the instructor, a change from credit to audit may occur through the last day for authorized withdrawal. All changes from credit to audit must be approved by the instructor and must be completed by letter or in person at the Office of Admissions and Records. Students enrolled for full-time academic work must include audit courses as part of the maximum load requirement.

If an auditing student does not attend class regularly, the instructor may determine that the audited course should not be placed on the student's transcript.

If a course has stated enrollment limits, students enrolling for credit are enrolled before audits are allowed.

Veterans

Students who are military veterans must be certified for benefits by the Office of Financial Assistance. Student veterans must also notify the office of any changes that affect the amount or disposition of benefits, including changes in address, academic status (withdrawals, added classes, etc.) and number of dependents (through marriage, divorce, births, deaths, etc.).

Transcripts

The Office of Admissions and Records will issue official transcripts of a student's academic record at Sangamon State University upon written request. A \$2 fee (subject to change) for each transcript is charged at the time of request. Telephone requests for transcripts are not honored. Transcripts are released only if the student is in good financial standing with the university.

Petition Process

This catalog contains several references to the completion of a Student Petition form in certain unusual circumstances. Some of the more common uses of this form are requests for course overload, petition for credit and various requests for waivers. In general, the Student Petition form may be used to request an exception to any university policy.

Financial Assistance

The Office of Financial Assistance at Sangamon State University coordinates federal, state, institutional and private financial aid programs for students. Assistance is available in the form of grants, tuition waivers, assistantships, scholarships, loans, part-time employment and veterans' benefits. Applications for all forms of financial assistance may be obtained from the Office of Financial Assistance, unless otherwise specified.

Federal and State Programs

Pell Grants

These grants are available to undergraduates with financial need; application forms may be obtained from the Office of Financial Assistance. *All eligible undergraduate students are required to apply for the Pell Grant.*

Supplemental Educational Opportunity Grant

These grants are available to undergraduates with proven financial need.

Illinois Student Assistance Commission Grant

Monetary awards equal to tuition and some fees are given as grants to eligible full-time (12 hours) and half-time (6 hours) students. *All undergraduate Illinois residents seeking financial aid are required to apply for this grant.*

College Work-Study

This federal program provides resources to employ students who have proven financial need. Students given CWS authorization interview for student assignments until a suitable position is found. Students are paid an hourly rate determined by the hiring unit.

General Assembly Waivers

These awards exempt holders from payment of tuition, graduation and activity fees. Members of the General Assembly may nominate two persons annually from their districts. Interested students should contact their district members of the General Assembly.

Perkins Loans (formerly NDSL)

This program provides loans to undergraduate and graduate students who have proven financial need. Interest is 5 percent, and repayment begins six months after the student graduates, ceases to be at least a half-time (six hours) student or withdraws from the university. Some recipients may have up to 10 years to repay the loan. Cancellation privileges may exist for students who become teachers in designated areas.

Robert T. Stafford Student Loan Program (formerly Guaranteed Student Loan Program [GSL])

This program provides loans to students with financial need.

Junior \$4,000 per year (maximum)

Senior \$4,000 per year (maximum)

Graduate \$7,500 per year (maximum)

Total maximum for undergraduate and graduate study is \$54,750.

Loans are at a rate of 8 percent simple interest for first-time borrowers. All loans disbursed on or after Nov. 1, 1978, are eligible for federal interest benefits.

There is a six-month grace period between the time the student ceases at least half-time study until he or she must begin regular monthly payments. Repayment of loans shall be in installments during a period of not less than five years (unless the maker, during the grace period, specifically requests in writing that repayment be made during a shorter period) and not more than 10 years.

PLUS/SLS Loans

PLUS/SLS loans are available for those persons who do not qualify for the guaranteed loan program above. Loan repayment begins within 60 days of disbursement, with interest rates tied to current treasury bill rates. Applications may be obtained from lenders who participate in the guaranteed loan program. Undergraduate, graduate and professional students are eligible to apply.

Veterans' Benefits

A veteran of at least 181 days of continuous active duty may be entitled to veterans' benefits. Eligible veterans are entitled to one-and-a-half months (or the equivalent in part-time study) of educational assistance for each month or fraction thereof of service on active duty if such service began prior to Jan. 1, 1977 (total not to exceed 45 months). A veteran's eligibility ceases 10 years from the release date. Veterans must file a Request for Benefits form each semester and should contact the Office of Financial Assistance prior to registration.

Veteran Educational Assistance Allowance Information

All Veteran Students: In order to qualify for veterans' benefits, the veteran must be fully

admitted to a degree-seeking program. Due to a change in Veterans Administration regulations, the Office of Financial Assistance is no longer able to certify new veteran students prior to registration. This will cause an approximate six-week delay in the issuance of checks. Veterans must request to be certified by completing appropriate forms available at the Office of Financial Assistance or at the veteran student information table at registration.

Veterans with GI Bill/VEAP/Ch. 106 Benefits

Veterans enrolled in classes that do not meet on a regular schedule (50 minutes per credit hour each week), intensive weekend classes and tutorials will be paid on the basis of faculty contact hours only.

Illinois Veterans' Scholarships

These awards exempt holders from payment of tuition and activity and graduation fees. Qualified applicants must have entered the service from the state of Illinois and returned to Illinois within six months after discharge from active duty. Date of enlistment also affects eligibility.

Veterans must furnish their VETERAN'S IDENTIFICATION NUMBER to the Office of Financial Assistance. Veterans must file a Request for Benefits form each semester and should contact the Financial Assistance Office prior to registration. Application materials for the scholarship should be requested from the Office of Financial Assistance, completed, and submitted along with a copy of the veteran's DD-214 to the Illinois Student Assistance Commission, 106 Wilmot Rd., Deerfield, IL 60015. Illinois veterans also may be eligible for federal assistance and are encouraged to contact the Office of Financial Assistance prior to registration.

Illinois National Guard/Illinois Naval Militia Scholarships

These awards exempt holders from payment of tuition, graduation and activity fees. They are available to applicants who have served at least one year in the Illinois National Guard or Naval Militia. Company grade officers, warrant officers and enlisted personnel are eligible. Qualified persons must apply to the Illinois Student Assistance Commission (ISAC) and must provide all requested information. Each time an applicant changes schools, a revised application must be filed with the ISAC. If the applicant ceases to be a member of the Illinois National Guard or Naval Militia, educational benefits terminate. If the termination date is in the middle of a semester or term, the applicant is responsible for relevant tuition and fees.

Institutional Programs

Minority Leadership in Public Service Program

As part of a growing effort by Sangamon State University to provide better access to higher education opportunities for minority students, the university established in 1985 a program designed to attract academically strong minority students with interest in public service.

Students are recruited and selected according to their achievement and interest in entering some aspect of public service that may include, for example, working for local, state or federal government agencies or commissions, the legislature, not-for-profit organizations or running for elective office.

The program is a two-year educational experience in an academic program coupled with an internship experience in a work setting leading to a bachelor's degree. Students

selected for this program must have achieved an overall grade point average of "B" or better (3.0+). Prospective applicants must be nominated by the presidents of their respective community colleges and a committee composed of Sangamon State University faculty and admissions staff will make the final selection. Minority Leadership in Public Service students receive a full financial aid package combining federal and state grants with institutional funds.

For further information contact Homer L. Butler, Dean of Student Services, 217/786-6581 or Illinois toll-free 800/252-8533.

Institutional Tuition Waivers

Each year the university provides a limited number of tuition waivers. Awards are made on the basis of proven financial need and, in some instances, for particular talents in various fields of activity. Foreign students must complete two semesters at Sangamon State and have graduate standing in order to make application for an institutional tuition waiver.

Institutional Grants

The *Student-to-Student Grant* program is funded with voluntary student contributions and matching state aid. Awards are given to undergraduates with financial need.

Student Employment Opportunities

A job center is located in the Office of Financial Assistance. Bulletin boards list student work opportunities both on and off campus. Students must maintain enrollment in at least six semester hours to be eligible for on-campus employment. All students must furnish documents establishing identity and citizenship to comply with regulations of the Immigration and Naturalization Service.

University Student Emergency Loan Fund

This fund provides short-term loans to students enrolled at least half time to help meet emergency educational expenses. Loans are interest-free, although a service fee of 50 cents is charged at the time the loan is repaid.

This fund was established during the university's inaugural year through the cooperative efforts and combined contributions of the following Springfield banks and savings and loan associations:

- Bank of Springfield
- Capitol Bank and Trust
- First National Bank
- First State Bank of Springfield
- Illinois National Bank
- Land of Lincoln Bank
- Peoples National Bank
- Springfield Marine Bank
- Town and Country Bank
- American Savings and Loan Association
- Citizens Savings and Loan Association
- First Federal of Springfield
- Sangamon Home Savings Association
- Security Federal Savings and Loan Association
- United Savings and Loan Association

Other organizations have also provided substantial support for the loan fund:

Sangamon Chapter of University Professionals of Illinois (Local 4100)
 Sangamon State University Foundation
 Sangamon State University Student Senate (1982)

Private Scholarships

A number of privately endowed scholarships are available to qualified Sangamon State students. Application for these scholarships is made to the Office of Financial Assistance, not to individual organizations unless otherwise noted.

Alumni Association Scholarships

Established by the Sangamon State University Alumni Association and funded, in part, by the Sangamon State University Foundation, these scholarships are awarded to full-time students with demonstrated academic achievement, leadership and/or financial need.

1) **Dr. Robert C. Spencer Scholarship**, in honor of Sangamon State's founding president, is awarded to a student with an outstanding academic record and a demonstrated involvement with community activities.

2) **Francis J. Budinger Scholarship**, in honor of Sangamon State's first designated Distinguished Alumnus, is awarded to a student who has established clear career goals, demonstrated leadership ability and achieved academic excellence. Preference is given to a student in the business or management fields.

3) **Helen Dunn Academic Achievement Scholarship**, in honor of 1972 Sangamon State graduate and past Alumni Association president, is awarded to a student who has achieved and/or maintained academic excellence.

4) **Financial Need Scholarships** are awarded primarily on financial need (as determined by a needs analysis filed with the SSU Office of Financial Assistance), and secondly, on academic record. Two awards are made.

5) **The Community College Scholarships** assist full-time students who are graduates of an Illinois community or junior college. Preference is given to students who have demonstrated superior academic ability.

The American Association of University Women Grant Fund

This fund provides financial assistance for mature women returning to complete an interrupted education. Undergraduate and graduate students are eligible to apply. One award is designated as the Sandra G. Hockenyo Award.

Board of Regents Scholars

The Board of Regents has authorized Sangamon State University to select four seniors with superior academic performance to be honored as Board of Regents scholars each year. A similar number of award winners are selected from each of the other regency universities. This program is funded from contributions made in the name of former members of the Board of Regents and former executive director Dr. Franklin Matsler.

Paul Christopher Butler Memorial Scholarship Fund

Established as a memorial to Paul Christopher Butler, son of Homer Butler, dean of student services, this scholarship is awarded to an athlete who is an Illinois resident. The scholarship is endowed through contributions from the many friends and associates of the Butler family.

William H. Chamberlain Scholarship Program

Established in memory of Judge William H. Chamberlain, this program is intended to assist outstanding community college graduates. Preference is given to students with financial need.

J. Douglas Craddock Scholarship

Established by friends and family of J. Douglas Craddock to assist outstanding students in the completion of their education at Sangamon State University. The student should demonstrate superior academic achievement and have potential for innovation and/or leadership ability.

William Ferris Cummings Memorial Award

This award is given to a minority student who is interested in community service and studying in the area of social service, education or political science. The recipient must be in good academic standing and have demonstrable financial need.

Harry B. DeLand Sr. Scholarship

Established in memory of the late Harry B. DeLand Sr., this scholarship is awarded annually to either a graduate or undergraduate student. Preference is given to a student in the human development counseling program.

Margaret Miner DeLand Scholarship

Established in memory of the late Margaret Miner DeLand, this annual scholarship is awarded to either a graduate or undergraduate part-time student with demonstrated financial need.

Franklin Life Insurance Company Scholarship Program

Established expressly for use at Sangamon State University, this program assists full-time undergraduate students who are children of Franklin Life home office employees. Applications may be obtained from the personnel director of Franklin Life Insurance Company.

Milton D. Friedland Scholarship

Established in memory of the late Milton D. Friedland, this annual award goes to an undergraduate student who is actively pursuing a career in broadcast journalism. Friedland was founder and general manager of WICS-TV in Springfield for 30 years and, prior to his death in 1988, served as community relations associate under SSU President Long.

Mary Gene Hall Scholarship

The American Association of University Women and concerned friends provide an award in tribute to one of the university's first graduates. The ideal recipient is a mature woman (undergraduate or graduate) returning to a professional education interrupted by family responsibilities.

Joanna L. Harner Scholarship

Established by friends and faculty members to honor Joanna Lynn Harner, a former graduate student and student member of the Board of Regents, this annual award is given to a graduate or undergraduate student (full- or part-time) who demonstrates outstanding

achievement in Women's Studies or in enhancing the status of women in the university or community.

Health Professions Scholarship Fund

Two scholarships (up to full tuition) are awarded to either full-time or part-time students majoring in health services administration, medical technology or nursing. Recipients must be Illinois residents and demonstrate financial need.

Illinois Association of Community Action Agencies Scholarship

One award is given to a student from a disadvantaged or minority background. The student must be pursuing a career in public affairs.

Illinois P.T.A. Scholarship

Awarded annually to an Illinois resident enrolled in nursing education related fields.

The Lincoln Academy of Illinois Student Laureate Award

Awarded each year to a senior who demonstrates excellence in curricular and extracurricular activities, the Medallion of Lincoln is presented by the governor to the student laureate.

Bruce A. Magidsohn Memorial Scholarship

Established in memory of the late Professor Bruce A. Magidsohn, this scholarship is awarded annually to an undergraduate student majoring in art. The scholarship is nonrenewable and is made in accord with the student's demonstrated ability and promise as an artist. Applicants are asked to submit samples of their work. Interested persons may obtain applications from the visual arts program or the Office of Financial Assistance.

Otis Morgan Memorial Scholarship

This award is given annually to a student from a minority group. Preference is given to students who plan to teach. Funds are derived from memorial contributions honoring a charter member of the university faculty.

Albert and Mozelle A. Narcisse Scholarship

This one year renewable award is given to a student who is a black American male of African decent. The student should be a graduate of Lincoln Land Community College, Springfield College in Illinois or Richland Community College with a grade-point average of a B or better.

Robert Corwine Roach Memorial Prairie Stars Scholarship

Established by the Roach family as a memorial to Robert C. Roach Sr., this scholarship provides funds to help a soccer player attend Sangamon State. Mr. Roach was the husband of associate dean of student services, Rose Marie Roach, and was an avid booster of SSU soccer. The many friends and associates of Robert Roach have contributed funds to endow this scholarship.

Rotary Scholarship

Established by Springfield Rotary Clubs to assist a student with education expenses.

Maurice W. Scott Scholarship

Established by friends of Maurice W. Scott upon his retirement, this award assists an outstanding community college transfer student in public affairs.

Anna May Smith Scholarship

Established to honor Anna May Smith, professor of management, this scholarship is awarded each year to a woman student with financial need who shows leadership ability and who demonstrates academic excellence and the potential to contribute to the advancement of women.

Springfield Ceramics and Crafts Club Scholarship

Awarded annually to a superior junior or senior student in the visual arts program.

Stagehands Local #138 Memorial Scholarship

Established in 1985, this scholarship annually honors a member of Local #138 and is awarded to a student majoring in the performing arts or related field who displays academic excellence and financial need.

Mark Vasconcelles Scholarship Fund

Established by friends and colleagues in memory of Mark Vasconcelles, who served as SSU's public information officer, this scholarship is awarded to a student, nominated by faculty, for academic achievement, personal development and service to others.

Zonta Grants

Established by the Zonta Club of Springfield, this program provides grants to students who plan to work with the aging.

Application Procedures for Financial Assistance

To apply for financial assistance, students should request the following from the Office of Financial Assistance:

1. An SSU Application for Financial Assistance. Applications cannot be considered until the student is fully admitted to the university.
2. The Family Financial Statement (FFS) packet.
3. Financial Aid Transcripts. These forms must be completed and returned by the Financial Aid Office of each institution the student attended prior to enrolling at Sangamon State.
4. Application for private scholarships.

Critical Dates Affecting Financial Assistance

Applicants for need-based assistance should be aware of the following dates:

- March 1 — Application for fall semester assistance should be initiated to assure consideration for all forms of aid.
- May 1 — Applications should be complete (including results of need analysis) to assure consideration for all forms of assistance for fall semester.
- Aug. 1 — Only applications for loans, the Pell Grant Program or employment are accepted after this deadline for fall semester. Students may still apply for other types of financial assistance for spring semester.
- Oct. 1 — Application deadline for spring semester to assure consideration for all forms of financial assistance.
- Nov. 15 — Only applications for loans, the Pell Grant Program or employment are accepted after this deadline for spring semester.
- April 15 — Application deadline for summer term.

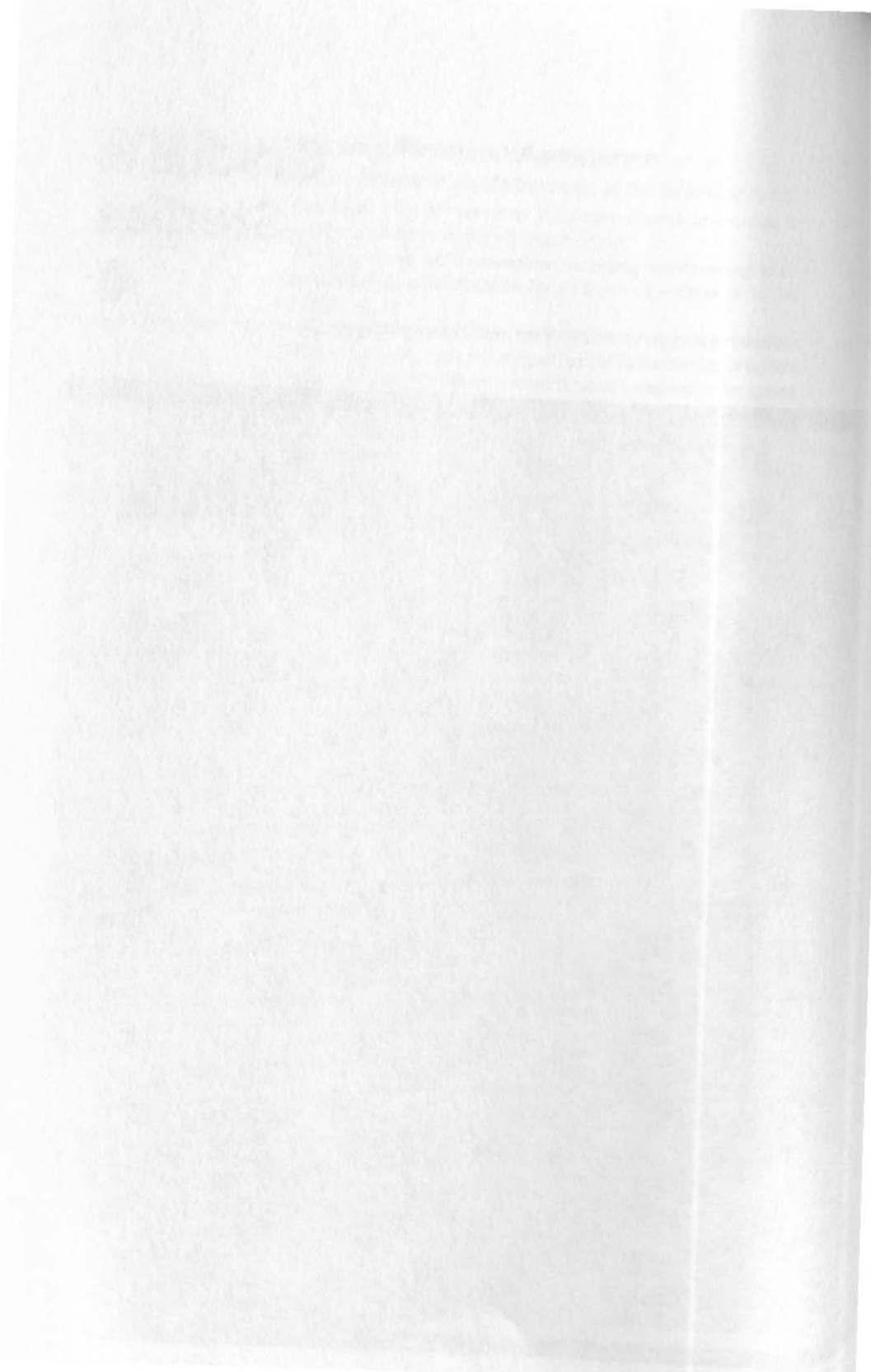
Assistance Renewal and Satisfactory Progress

Students awarded federal, state and institutional financial assistance must maintain satisfactory academic progress in order to continue receiving aid, must reapply once a year, and must enroll in at least 12 hours per semester (if receiving full-time aid) or six hours (for half-time aid). Specific regulations and policies regarding financial assistance probation and the process of appeal are available from the Office of Financial Assistance, Sangamon State University, Springfield, IL 62794-9243. Telephone: 217/786-6724.



Graduate Studies





Graduate Admission

Individuals with bachelors degrees from accredited colleges and universities are eligible to apply for admission to graduate study at Sangamon State University. *Full Admission* to graduate studies may be granted to students who have earned a baccalaureate degree with a minimum undergraduate grade-point average (GPA) of 2.5 on a 4.0 scale (3.5 on a 5.0 scale) and who have met all specific program requirements. Programs may require higher grade-point averages. Refer to the catalog information for specific program requirements. *Conditional Admission* shall be granted by the program to persons with less than the required GPA with the additional requirement of completing eight semester hours of courses at SSU (exclusive of prerequisite courses) with a grade-point average of no less than 3.0. If conditional admission is granted, the program will specify which courses must be completed.

General Procedures

Prospective students should write to the Office of Admissions and Records, Sangamon State University, Springfield, IL 62794-9243, and request an application form. Illinois residents may call toll free, 800/252-8533. Out of state residents may call toll free, 800/722-2534.

For maximum consideration for graduate admission, the application and previous transcripts should arrive at least three months prior to the beginning of the term in which the student plans to begin course work. Some academic programs have early deadlines for applications. Refer to the catalog information for specific program requirements. Master's degree applicants must submit the transcript verifying the bachelor's degree and transcripts of all graduate work taken beyond the bachelor's degree.

For further information see Registration Procedures, pp. 45-48.

Matriculation into a Graduate Program

In accord with general university policy, each degree program has established admission requirements, all of which are outlined in the program statements in this catalog. An applicant for admission should indicate his/her intended major and include specific materials required for admission to the major program. The application will be processed by both the program and university and notice will be forwarded to the student from the university. The Graduate Record Exam (GRE) or the Graduate Management Aptitude Test (GMAT) may be required by some graduate programs. See the program admission requirements.

Transfer Credit at the Graduate Level: The Residency Requirement

Sangamon State University may accept up to 12 semester hours of graduate-level work completed at other accredited institutions. However, only those credit hours with a grade of B or better that are accepted for transfer by the program will be accepted by the university. Request to transfer credit for courses bearing a grade such as P (Pass) or CR (Credit) must be supported by certification from the institution or instructor that the student's work was of at least B quality. All transfer credit to be applied toward graduate degree completion must have been earned within the five years preceding the first graduate course taken at SSU in pursuit of that degree. Exceptions to the provisions of this policy may be granted by programs on a case-by-case basis.

Special Admission

Persons with a bachelor's degree or equivalent experience, *who are not seeking a degree at SSU*, may enroll for courses at SSU as special students.

Special graduate students normally take one class per semester and are asked to define their educational goals before exceeding 12 semester hours. Students who then choose to become degree candidates must complete regular admissions procedures, including acceptance into a degree program.

When formal admission is attained, course work completed as a special student is evaluated by the relevant academic program and may or may not apply toward graduation requirements. The university accepts a maximum of 12 semester hours of special student credits toward a graduate degree.

Credit for Prior Learning

Credit for Prior Learning (CPL) enables qualified graduate students to receive academic credit for college-level learning acquired outside the classroom. For additional information, see p. 33.

Admission for International Graduate Students

The university seeks to maintain a cosmopolitan atmosphere consistent with its focus on literacy, public affairs, problem solving and lifelong learning. To that end, Sangamon State admits international students whose academic preparation and educational and personal goals indicate they will be successful in completing the university curriculum.

Applicants for graduate studies must have completed the equivalent of a bachelor's degree earned in the United States prior to the term for which they are applying. A bachelor's degree earned abroad may not be equivalent to a bachelor's degree earned in the United States.

Full admission to graduate study requires a minimum undergraduate grade-point average (GPA) equivalent to a United States GPA of 2.5 on a 4.0 scale (3.5 on a 5.0 scale) and completion of all program-specific admission requirements.

Applicants should refer to the appropriate degree program section of the catalog to determine if the program has special requirements for admission. An I-20 AB certificate of eligibility cannot be issued to an applicant until he/she has been accepted by the program.

Applicants applying from abroad, whose native language is not English, must submit official TOEFL scores. A score of not less than 550 will fulfill the English proficiency requirement for graduate admission.* *All students whose native language is not English* are required to take an English proficiency test on campus the week before registration. Test results do not affect admission to the university, but will be used to determine the need for an English as a Second Language (ESL) class.

For maximum consideration, foreign student applications should be received by the following dates: fall semester — June 1, spring semester — Nov. 1, summer session — April 1.

For further information contact the Office of Admissions and Records.

*Applicants who fail to meet the English language requirement may enroll at an ESL Language Center. Proficiency certification by ESL meets the English language requirement for admission.

Master's Degree Programs and Areas of Study

Sangamon State University offers 22 graduate programs. Programs range from traditional disciplines such as history, economics and biology to more career-oriented concentrations such as human development counseling and business administration or interdisciplinary programs such as environmental studies or communication. In addition, Sangamon State offers an alternative called the individual option program.

Degree Programs

Sangamon State awards the following degrees:

Accountancy (M.A.)	History (M.A.)
Biology (M.A.)	Human Development Counseling (M.A.)
Business Administration (M.B.A.)	Individual Option (M.A.)
Child, Family and Community Services (M.A.)	Legal Studies (M.A.)
Communication (M.A.)	Management Information Systems (M.A.)
Community Arts Management (M.A.)	Mathematical Sciences (M.A.)
Economics (M.A.)	(two concentrations)
Educational Administration (M.A.)	Computer Science
English (M.A.)	Statistics/Operations Research
Environmental Studies (M.A.)	Political Studies (M.A.)
Gerontology (M.A.)	Psychology (M.A.)
Health Services Administration (M.A.)	Public Administration (M.P.A.)
	Public Affairs Reporting (M.A.)

The Individual Option Program

The individual option program provides graduate students with a unique opportunity to design their own master's degree. The program is designed for the student who wants to combine areas of study rather than to pursue a traditional discipline, or for the student who wants to focus on an area of study not covered in established programs at SSU, but for which faculty competencies and other resources are available.

Generally, individual option degrees are based on broad topics or problems which reflect particular student needs and interests. Two courses, Self-directed Learning (INO 501) and the Individual Option Colloquium (INO 511), offer students the opportunity to explore and develop particular courses of study. The student works with an advising committee of faculty and peers in preparing a personal degree program.

Persons who wish to pursue a degree in Afro-American and African studies, women's studies, energy studies or international studies, will find the individual option program well suited to their needs.

Master of Public Health Program

A new master's degree program in public health (MPH), which will emphasize state public health policy and public health administration, is scheduled to start the fall of 1991 pending state funding. The new program will enjoy a special cooperative relationship with Southern Illinois University School of Medicine in Springfield with which it will share faculty and library resources. Students may pursue the master's degree in public health and the M.D. degree at the same time. An internship will be required.

Students who are interested in pursuing an MPH degree should contact the Office of the Dean of the School of Health and Human Services, 217/786-6784.

Graduate Certificate Program in Public Management Practices

This program offers certificates of advanced study to students who complete between 12 and 20 hours of graduate level work in specified areas within the School of Public Affairs and Administration. Students gain substantial expertise without having to pursue full master's degree programs. Certificates are currently offered in the following areas:

- Collective Bargaining/Labor Relations
- Affirmative Action/Equal Employment Administration
- Program Analysis and Evaluation
- Budgeting and Finance
- Environmental Risk Assessment
- Management of Non-Profit Organizations.

Persons who wish to pursue one of these certificates should contact the dean of the School of Public Affairs and Administration.

Graduate Internships and Experiential Learning

Experiential learning is an integral part of graduate education at Sangamon State University. In addition to internships offered through the Institute for Public Affairs, internship/practicum opportunities are offered by many academic programs including public administration; child, family and community services; community arts management; environmental studies; gerontology; health services administration; history; human development counseling; individual option; legal studies; psychology; public affairs reporting; applied mathematics/statistics (mathematical sciences); and political studies. Additional information may be obtained from program faculty and from individual program statements in this catalog.

The university also provides a variety of paid internship opportunities in Illinois government agencies and on campus.

Research at Sangamon State

Conventional research opportunities are available to students in most academic programs. In addition, Sangamon State offers unique opportunities for applied research through its public affairs centers where emphasis is on coordinated, interdisciplinary approaches to problem solving, training and communication. Many of the university's internship/fellowship programs are also coordinated by the centers.

Although the university does not offer doctoral programs, Sangamon State does cooperate with neighboring universities in meeting doctoral student needs for research and residency in the Springfield area.

Degree Requirements

General Requirements: Master's Degree

To earn a master's degree from Sangamon State University, a student must fulfill the following requirements:

- Meet program matriculation requirements.
- Earn the amount of graduate credit required by the chosen academic program, all but 12 semester hours of which must be earned at Sangamon State University.
- Earn a minimum of four semester hours credit in Public Affairs Colloquia.
- Complete course work with a cumulative Sangamon State grade point average of at least 3.0.

- Complete successfully the Illinois and United States constitution examinations in order to satisfy the requirements of Illinois School Code Sec. 27-3. (Need be completed only once at the collegiate level.)
- Complete the Master's Project.
- Complete the Graduation Contract.
- Pay a graduation fee of \$25. (Subject to change.)

Time Limitation

All graduate credits earned at SSU to be applied toward degree completion must be taken within six consecutive years from the student's first graduate course taken at SSU in pursuit of that degree. Excluding transfer credit earned before the first term of graduate attendance and credit granted for prior learning, a student must fulfill all the requirements for the degree within a six consecutive year time period unless the program grants a leave of absence. This time limit includes all SSU graduate course work taken in pursuit of that degree as well as closure requirements. Exceptions to the provisions to this policy may be granted by degree-granting programs on a case-by-case basis.

Academic Advising

Following admission to the university, each fully admitted student is assigned a faculty adviser from the appropriate academic program. Faculty advisers work with students to assure satisfactory progress toward graduation and toward personal and career goals. At any time, students may change advisers by completing a Request for Change of Graduate Degree Program and/or Academic Adviser.

In recognition of the maturity of graduate students, the university entrusts the student with substantial initiative in the academic advising process. Students should arrange appointments with their advisers prior to each registration, including their first, and should maintain contact with the adviser throughout their academic studies. *It is especially important for students to meet with faculty advisers prior to the final term of study in order to arrange for all necessary graduation requirements.*

Public Affairs Colloquia (PACs)

Sangamon State University features a unique series of courses designated as Public Affairs Colloquia. Each semester a number of different colloquia are offered, with several objectives in mind: to explore and cultivate an informed awareness of contemporary public issues and situations; to provide, through an interdisciplinary approach to these issues, a wider understanding and stronger research and problem solving skills; to investigate the formulation and implementation of public policymaking and to realize its multi-disciplinary consequences; and to foster and preserve a sense of community through shared information and intellectual values. There are no prerequisites for any of the colloquia.

Master's degree candidates are required to complete at least four hours of PACs. Normally, this requirement is not waived. The choice of a PAC is the student's prerogative, however, students are encouraged to select PACs with a focus outside their major program. Descriptions of PACs are published each semester in the course schedule.

Constitution Requirement

The Illinois School Code (Sec. 27-3) requires all students graduating from public institutions in Illinois to pass an examination on basic principles, documents and practices of the governments of the United States and the state of Illinois. Credit earned in certain courses at SSU or other colleges may be approved in lieu of a specific examination. This

requirement need only be satisfied once at the collegiate level. Nonresident aliens who are returning to their home countries immediately upon graduation are exempt from this requirement. For further information, consult the Office of the Dean of Student Services.

Master's Project

Every graduate degree candidate is required to complete a Master's Project demonstrating mastery of some area within the major field of study. The exact nature and format of these projects are determined by individual programs. All projects must have an identifiable academic focus and must include a written component.

The specific project must be approved *before it is begun* by a faculty committee composed of the director of the student's project, usually the academic adviser; a faculty member from the student's program selected by the student; and a faculty member from outside the program selected by the appropriate dean. Satisfactory completion of the project must be certified by unanimous recommendation of the committee. Following the project presentation, the written portion of the project is filed in the university library.

Graduation Contract

The commencement ceremony to award bachelor's and master's degrees is held annually at the end of the spring semester. However, a graduate student may file a Graduation Contract during any semester or summer term in which degree requirements will be completed. The student should submit the contract to the Office of Admissions and Records no later than the end of the eighth week of classes during a semester, or the end of the fourth week of classes during a summer term.

The contract must be approved by the student's adviser, the program convener or director and the appropriate dean. Students may submit Graduation Contracts for early evaluation during the semester or term prior to their final term. Contract forms are available in the Office of Admissions and Records.

Second Master's Degree

All program and university requirements for the master's degree are in effect for students who have previously earned an advanced degree. However, the Public Affairs Colloquium requirement is waived for those who have previously completed that requirement at the graduate level.

Academic Standards

Statement of Purpose: Master's Degree

A graduate student should develop intellectual autonomy within a chosen field and demonstrate the ability to analyze, synthesize and evaluate relevant knowledge in that field. The graduate student, furthermore, assumes some responsibility for increasing knowledge within the chosen field.

Graduate education assumes the acquisition of specific content knowledge, including recognition of the significant terminology, facts, theories, issues, findings and generalizations within the field of study. Graduate study also encompasses comprehension of the intellectual history, methods of inquiry and standards of judgment used in a given field.

At Sangamon State University, with its public affairs mission and its commitment to applied learning, the student should also grasp the ethical meanings of research in a discipline or a profession.

A student receiving a master's degree will be able to:

1. Analyze in a logical manner ideas in a field of study by breaking down material into constituent parts, organizing ideas and relationships between ideas, expressing these relationships, recognizing unstated assumptions, distinguishing facts from hypotheses and distinguishing statements of cause from statements of effect;

2. Synthesize diverse ideas to form an integrated whole relevant to a field of study by arranging and combining elements and parts into patterns or structures. The parts to be integrated may, to the extent necessary, come from a variety of disciplines;

3. Make judgments about the value of relevant material, including the appropriateness and adequacy of any qualitative and quantitative methods used in its compilation, by employing a standard of appraisal, internal or external. In evaluating the accuracy of a communication, a student will use an integration of theories, works of recognized excellence, facts and generalizations germane to a field;

4. Convey ideas, feelings and experiences through scholarly writing and discussion with others. The student will be able to develop a proposal or plan of work which includes ways of testing hypotheses, analyzing the factors involved, modifying the hypotheses based on new factors or considerations and then making generalizations based on findings. The student will then have the ability to communicate both this process and subsequent findings to others.

Academic Load

For purposes of tuition and fees, a student enrolled for 12 or more semester hours of course work during the fall or spring semesters, or six semester hours of course work in the summer term, is considered a full-time student. Students enrolled for fewer hours are considered part-time.

Any graduate student who wishes to enroll for more than 18 semester hours during the fall or spring semesters or more than eight semester hours during the summer term must submit a completed Student Petition form to the Office of Admissions and Records.

A graduate assistant's normal load is 16 to 24 hours for an academic year, usually eight to 12 hours per semester. A graduate assistant may register for four to six hours during the summer term, tuition free. Graduate assistants who wish to enroll for more than 24 hours in any academic year must have the approval of the adviser, a program representative and the appropriate dean.

A student in the graduate public internship program enrolls for 10 hours per semester. Interns may enroll for four hours during the summer, tuition free.

For general information on grading, Credit/No Credit, incomplete work and grade-point average, see pp. 40-42.

Graduation Grade-Point Average

Graduate students must achieve an SSU cumulative grade-point average of at least 3.0 to receive the master's degree.

Grades Acceptable Toward Graduate Degrees

Graduate students may apply a maximum of eight hours of C grades toward a degree, provided that each hour of C is balanced by an hour of A. Individual academic programs determine whether or not C grades in the concentration requirement are acceptable toward the degree. See program statements in this catalog for details.

Under the Credit/No Credit option, CR represents work equivalent to a letter grade of B or better.

Satisfactory Progress

For full-time students, the university defines satisfactory progress as completion of 12 semester hours (six in summer terms) with a grade-point average of 3.0 or better per semester enrollment.

Academic Probation

At the end of any semester in which a graduate student has a Sangamon State cumulative grade-point average of less than 3.0, the student is placed on academic probation. Courses taken for Credit/No Credit do not count in calculating this average. Non-degree students and special students are exempt from this policy. In addition, students who accumulate 12 hours or more of incompletes are subject to probation.

Students on academic probation may enroll for up to 12 hours credit in the subsequent semester (six hours in the summer term), provided an Academic Probation Registration form is completed with appropriate signatures. Students placed on academic probation for two successive semesters will be suspended from the university and must then wait two semesters before petitioning for re-admission. Students with exceptional circumstances may appeal immediately to the appropriate dean.

For complete details on Sangamon State's academic probation policy, students are encouraged to consult their faculty adviser.

Repeating Courses

Graduate students may repeat graduate course work once (excluding Master's Project or thesis credit) on a non-penalty basis unless their academic program does not permit course repeats. The grade and hours earned when the course is repeated will appear on the student transcript. The first grade entry will be deleted from the transcript and will not count in determining the grade-point average. Subsequent repeats can only be recorded as audit which bears no hours or grade points.

For general information on withdrawal from courses, see pp. 43-44.

Course Numbering System

Courses numbered 400 through 499 are open to juniors, seniors and graduate students. Individual professors apply different evaluative standards to and/or require additional work of graduate students in 400-level courses. Courses numbered 500 through 599 are open to graduate students. Courses numbered 300 through 399 do not count toward graduate degrees.

Undergraduate/Graduate Concurrent Enrollment

Undergraduate students who are within 16 hours of completing all bachelor's degree requirements may enroll in undergraduate and graduate courses concurrently. For each course for which graduate credit is requested, students should complete a Student Petition form to be signed by the course instructor, the graduate adviser, convener and appropriate dean. Students will be evaluated at the graduate level of expertise and quality. Graduate courses will be designated as such when the bachelor's degree is granted provided they are not included in the bachelor's degree graduation contract.

For general information on student grievances, right to review files and plagiarism see p. 45.

Registration Procedures

Specific information regarding the dates and times of registration is published in the course schedule each semester and term. Generally, the course schedule is available from the Office of Admissions and Records at least two months prior to the beginning of the semester or summer term. The course schedule lists the current semester or term's courses and gives up-to-date information on registration procedures, tuition and fees and relevant semester or term deadlines. Information in course schedules supersedes similar information in the university's catalogs.

For general information on tuition and fees, residency determination for tuition, special fees, course charges, late registration fee, change of courses, auditing courses, veteran students, transcripts and petition process, see pp. 45-48.

Graduate Financial Assistance

Sangamon State University provides or coordinates a number of paid internship opportunities or scholarships for graduate students which are described below. For additional information on merit and need-based financial assistance for graduate and undergraduate students, see pp. 48-55.

Graduate Assistantships

Graduate assistantships are designed to provide educational experiences related to the student's area of study in the academic or public affairs programs of the university. These on-campus internships offer opportunities to develop and apply skills in research, curriculum development, data analysis, editing, program evaluation and coordination of special events.

General assistantships provide nine-month stipends of \$4,950 and include tuition waivers during the appointment. The stipend is taxable income. GAs work 20 hours per week and may enroll in eight to 12 graduate credit hours of course work per semester. They may receive tuition waivers for up to six hours during the summer term if they held an assistantship the previous term.

To be eligible for an assistantship, students must be admitted to graduate study. Applications are due March 1; students are selected by April 15 for assistantships beginning in the fall semester.

For complete information, contact the Office of the Vice President for Academic Affairs, SSU, Springfield, IL 62794-9243.

Illinois Legislative Staff Internship Program

Within the Institute for Public Affairs, the Illinois Legislative Studies Center operates the Illinois Legislative Internship Program. This program provides outstanding students with firsthand experience in the operations of the Illinois General Assembly and opportunities for academic studies and research in legislative politics and policy analysis.

Twenty legislative staff interns are assigned either to the Illinois Legislative Research Unit or to one of four leadership staffs of the General Assembly. The program lasts 10½ months and requires full-time work in the assigned office. Interns receive graduate credit for a two-semester intern seminar. Students with the baccalaureate degree in any aca-

demetic discipline are eligible to apply for an internship, provided undergraduate academic records are of high quality.

Legislative staff interns receive tuition and fees for eight hours of required graduate courses and \$1,450 a month in compensation.

Applications are due March 1 each year. For materials and further information, interested persons should contact the Intern Program Coordinator, Legislative Studies Center, SSU, Springfield, IL 62794-9243.

Graduate Public Service Internship Program

The Graduate Public Service Internship Program is designed to provide professional development experience during a 21-month period for graduate students interested in pursuing careers in Illinois government. Interns enroll in an appropriate SSU graduate program and work half-time in a sponsoring state agency during the regular academic year (full-time during summer months). Interns receive a stipend of \$550 per month during the academic year (\$1,100 per month during the summer) and an allowance for professional development travel. Illinois residents receive a waiver for 10 credit hours of tuition per semester during the regular academic year. During the intervening summer, interns receive a waiver for four credit hours.

Applications must be received by March 31 and are first screened by a faculty committee and then forwarded to sponsoring agencies which make final selections. Placements are completed in the spring and summer for agency assignments that typically begin between July 1 and Aug. 15. For complete information, contact the Director, Graduate Public Service Internship Program, PAC 411, Sangamon State University, Springfield, IL 62794-9243.

Public Affairs Reporting Scholarships

Three scholarship programs assist graduate students pursuing careers in public affairs reporting:

JAMES E. ARMSTRONG SCHOLARSHIP PROGRAM, established in memory of the late James E. Armstrong, publisher of the *State Journal-Register*, Springfield.

ROBERT P. HOWARD SCHOLARSHIP PROGRAM, established by friends of the late Robert P. Howard, former capitol correspondent for the *Chicago Tribune*.

BURNELL HEINECKE ILCA SCHOLARSHIP PROGRAM, established by friends of Burnell Heinecke, former *Chicago Sun-Times* statehouse correspondent and former president of the Illinois Legislative Correspondents Association.

Interested students should contact the director of the public affairs reporting program.

Corporate Alternatives, inc. Corporate Scholarship

Corporate Alternatives, inc., a Springfield-based consulting firm, has established the CAi Corporate Scholarship Fund for the graduate programs of business and public administration at Sangamon State University. This fund was established to allow not-for-profit managers to enhance their business and administrative skills in the belief that their organizations, their clients and the community as a whole will benefit.

The fund is used to support graduate students of business or public administration at Sangamon State who are also currently employed in managerial positions at 501 (c)(3) tax exempt organizations and will match employer contributions to the student's education on a one-to-one ratio, up to \$500 per student per semester.

School of Business and Management

Accounting

Business Administration

Engineering

Health Services

Management

Management Information Systems

School of Health and Human Services

Health, Behavior and Community Services

Pharmacy

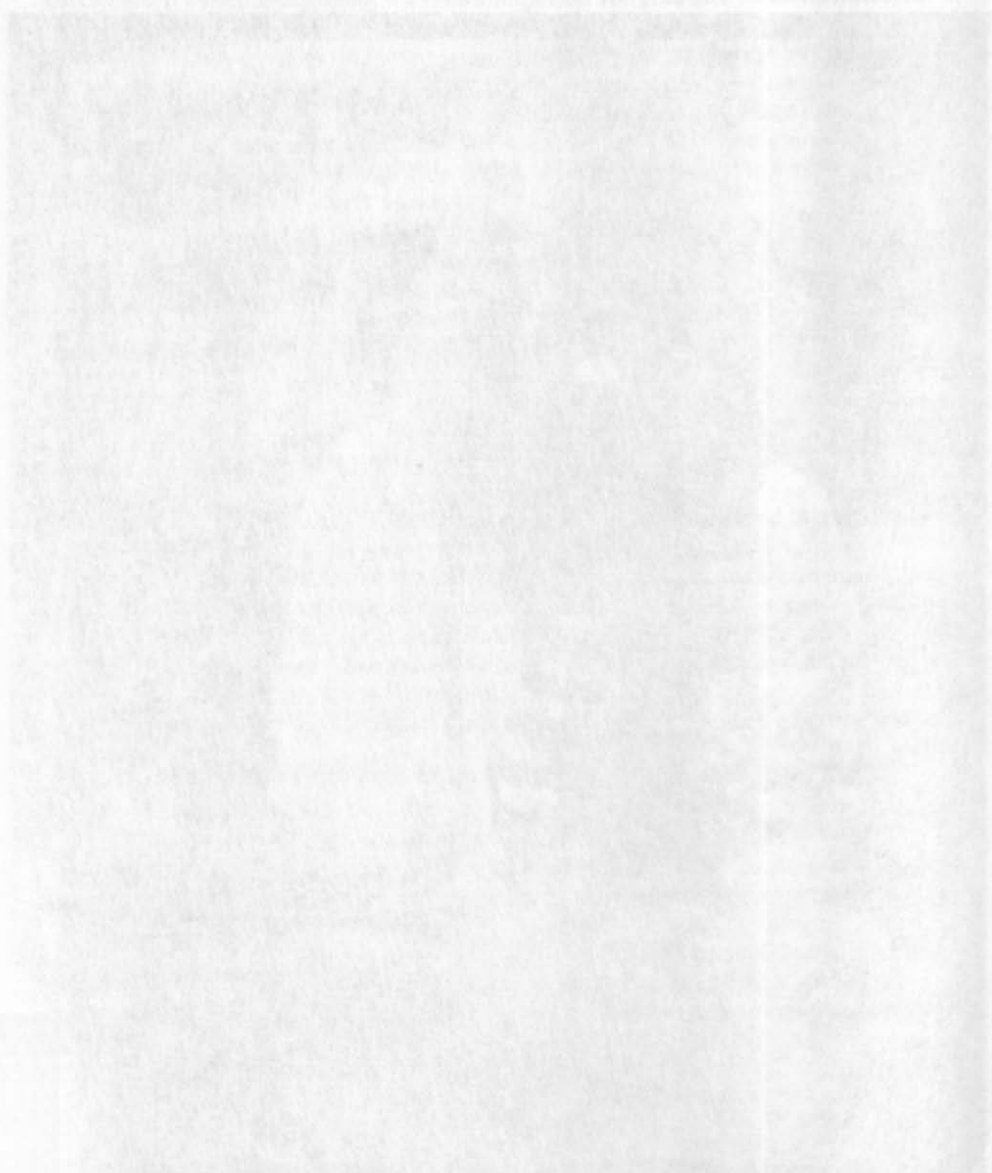
Academic Programs/Course Descriptions



Academic Programs Course Descriptions

Academic Programs Course Descriptions

Academic Programs Course Descriptions



School of Business and Management

Accountancy
Business Administration
Economics
Labor Relations
Management
Management Information Systems

School of Health and Human Services

Child, Family and Community Services
Educational Administration
Gerontology
Human Development Counseling
Medical Technology
Nursing
Psychology
Social Justice Professions
Sociology/Anthropology
Teacher Education Sequence*

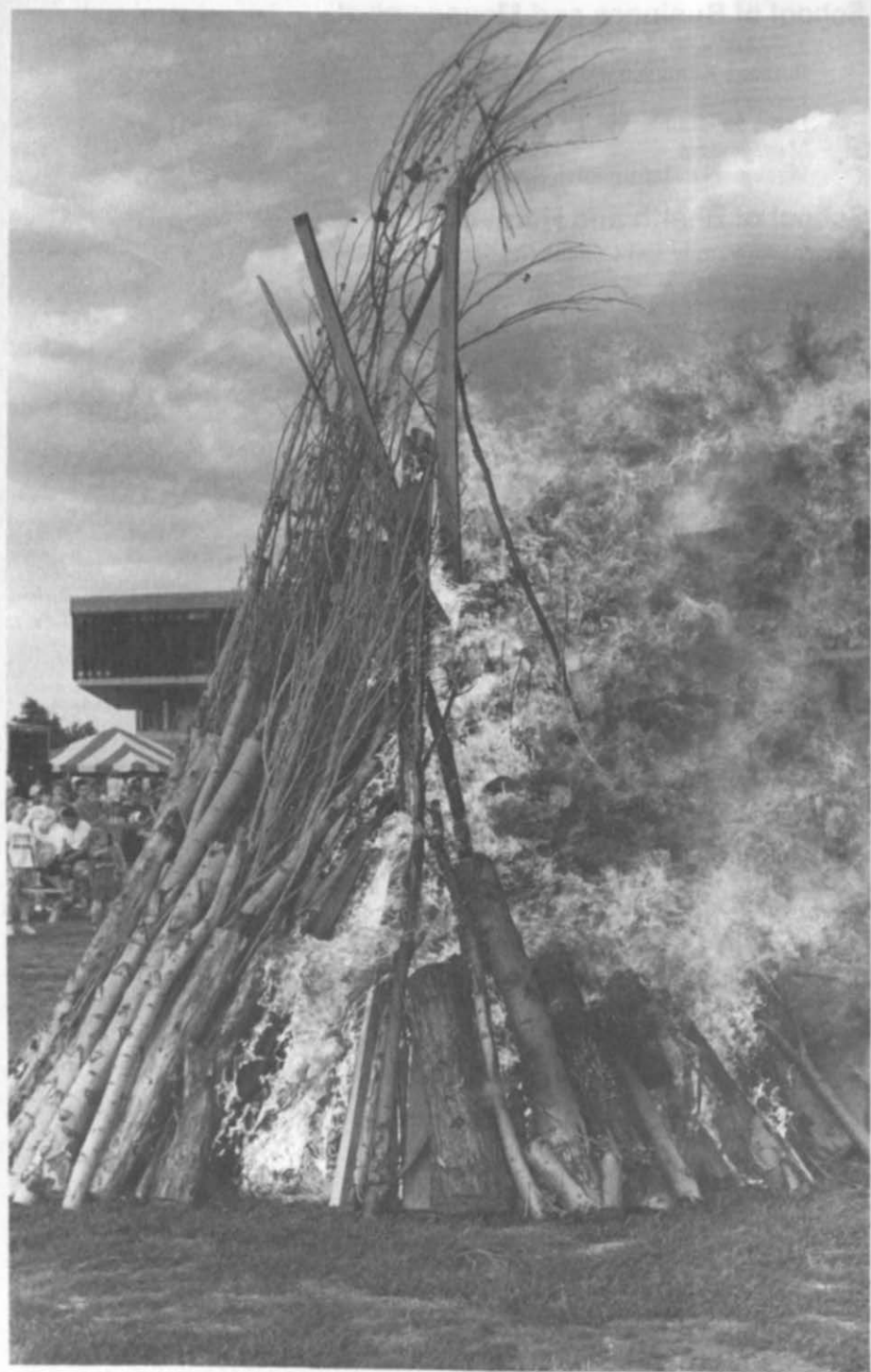
School of Liberal Arts and Sciences

Afro-American and African Studies Thematic Activity*
Astronomy-Physics Thematic Activity*
Biology
Chemistry
Communication
Computer Science
English
History
Individual Option
Mathematical Sciences
Philosophy Sequence*
Public Affairs Reporting
Spoken Foreign Language Thematic Activity*
Visual Arts
Women's Studies Sequence*

School of Public Affairs and Administration

Community Arts Management
Energy Studies Thematic Activity*
Environmental Studies
Health Services Administration
International Studies Thematic Activity*
Legal Studies
Political Studies
Public Administration

*Although the university does not offer a degree in this area, it does provide a group of courses which are designed to meet the student's unique professional and personal needs. With proper approval of the student's major program, such courses may be incorporated into the required course of study in the student's major, or they may be taken in addition to it. These courses may also be used in the design of a degree in individual option.



Accountancy

B.A. (60 Hrs.) M.A. (40 Hrs.)

Faculty — Francis L. Bayley, Leonard L. Branson, James B. Johnston, Robert E. Maurath, John S. Nosari, David R. Olson, Donald F. Stanhope

The Bachelor's Degree

The accountancy program prepares students for careers in public accounting, industry and government. The major objectives of the program are to impart awareness and understanding of the professional accountant's social responsibilities and obligations, to emphasize conceptual knowledge and the development of analytical and problem-solving skills, to develop basic technical competencies in each of the four major areas of accounting — financial, managerial, auditing and taxation — and to provide students with the educational qualifications for becoming Certified Public Accountants and attaining other professional certifications.

Entrance Requirements

The university requires that an entering student shall have earned the A.A. or A.S. degree, or have earned at least 60 semester hours of lower division course work.

The accountancy program requires that the following courses be successfully completed prior to admission (normally completed as part of the 60 semester hours of lower division work): (1) principles of accounting I and II; (2) college algebra; and (3) business calculus.

Students are also strongly urged to successfully complete the following courses as part of the first 60 hours: (1) micro and macro economics; (2) descriptive statistics; and (3) computer programming. Deficiencies in these three latter areas of course work can be satisfied at SSU for elective credit by completing the following courses: ECO 315 Economics for Administration; ECO 313 Statistics for Business and Economics (or MSU 401 Applied Statistics I); and MSY 371 Introduction to Programming in Pascal.

Advising

New students must contact a program faculty member for initial advising to assist them in planning a program of study which is responsive to their interests and satisfies the competencies required by the program. A permanent adviser should be selected by the end of the student's junior year.

Closure requirements (i.e., the Graduation Contract and the constitution examinations) must be completed in accordance with university policy.

Communication Skills

Effective communication is essential to successful professional careers in accounting, and demonstrated oral and written communication skills are integral to successfully completing the program's core courses. A student whose communication skills are found to be deficient in any core accounting course may be given a grade of incomplete until he or she successfully completes ENG 375 Expository Writing.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

A bachelor of arts degree with a major in accountancy requires 60 semester hours of upper-division course work, distributed as follows:

Accounting core	20 Hrs.
Quantitative and computer science topics	8 Hrs.

Economics and administration topics	8 Hrs.
Electives	12 Hrs.
University Requirements	<u>12 Hrs.</u>
<i>Total</i>	<i>60 Hrs.</i>

Accounting Core

All program majors are required to complete the following courses to assure basic technical competencies in each of the major areas of accounting: ACC 321 Intermediate Accounting I (4 Hrs.); ACC 322 Intermediate Accounting II (2 Hrs.); ACC 323 Advanced Accounting (4 Hrs.); ACC 334 Cost Accounting Concepts (2 Hrs.); ACC 443 Federal Income Taxation (4 Hrs.); and ACC 464 Auditing Concepts and Responsibilities (4 Hrs.).

Community college transfer students who have recently completed, with a grade of B or better, six semester hours of intermediate accounting and three semester hours of cost accounting prior to enrolling at SSU may elect to waive these particular core requirements and substitute other courses. All other core courses must be taken at the upper-division level.

Accounting Electives

The following accounting electives enable students to study in depth those aspects of accounting which are of particular interest to them or which are specifically relevant to their career objectives: ACC 424 Commercial Law, ACC 433 Managerial Accounting, ACC 454 Governmental and Nonprofit Accounting and ACC 474 Advanced Theory and Practice.

Quantitative Methods and Computer Science Topics

Accounting information systems in all but the smallest organizations are now computer based. The measurement and analysis of accounting data are increasingly characterized by the use of statistical methods. Building upon the program entrance requirements, students are required to successfully complete eight

hours of advanced work in quantitative methods and computer science. Examples of courses which may be taken to satisfy this requirement include ACC 435 Accounting Information Systems, MSU 406 Sampling for Accounting and Auditing, ECO 314 Quantitative Methods for Business and Economics, MSU 417 Software Packages and ECO 413 Econometrics. Undergraduates with senior status may also consider MIS 502 Structure of Computer Systems, MIS 513 Management Information Systems and MIS 523 Managerial Decision Support Systems.

This requirement provides students with the conceptual knowledge necessary for effective communication with operations research and systems specialists, assimilation of applications in the literature of accounting and participation in the development of computer-based accounting information systems.

Economics and Administration Topics

Careers in accounting — whether in public service with federal or state accounting and auditing organizations, in public accounting firms, or in industry — require extensive interaction with government and business organizations. Therefore, a minimum of eight hours of advanced work in economics and administration topics is required. Since most students will have taken some lower-division work in these areas, specific courses are not required. Rather, courses should be selected to complement each student's previously acquired knowledge and career interests.

Examples of courses which may be taken to satisfy this requirement include ECO 301 Intermediate Microeconomics, ECO 302 Intermediate Macroeconomics, ECO 335 Money and Banking, ECO 456 Public Finance, ECO 461 Industrial Organization and BUS 302 Principles of Financial Management. Other business (BUS)

and management (MGT) courses may also satisfy this requirement. For detailed information, see course descriptions.

The Master's Degree

The M.A. program in accountancy is specially designed for students who are interested in pursuing careers in the public sector. SSU's location in a major state capital, combined with strong faculty credentials, provides students with an uncommon opportunity to prepare for careers in public sector accounting, auditing and fiscal management. The M.A. program curriculum also serves the needs of students who wish to pursue careers in public accounting, taxation and industry.

The specific objectives of the program are (1) to provide a professionally oriented academic environment within which professional competencies, attitudes, ethics and a sense of personal, public and social responsibility develop and grow; (2) to enhance the quality of governmental accounting and auditing services by offering a graduate program designed specifically for students interested in careers in the public sector; (3) to serve the increasingly important in-service and continuing education needs of accountants working in governmental and non-profit institutions, public accounting and industry in the greater Springfield area; (4) to serve the increasing number of students who want to study accounting after obtaining a B.A. in another field; and (5) to provide undergraduate accounting students with the opportunity to develop broader competencies in accounting and related topics.

Entrance Requirements

The M.A. program builds upon the core competencies typically required of undergraduate accounting majors. Thus, knowledge of accounting principles, college algebra, economics, and business calculus is required for admission into the program. Competency in the following core requirements of the B.A. program in accountancy

is also required: ECO 313 Statistics for Business and Economics, MSY 371 Introduction to Programming in Pascal, ACC 321 and 322 Intermediate Accounting, ACC 334 Cost Accounting Concepts and ACC 464 Auditing Concepts and Responsibilities.

Credits earned in these topics do not count toward satisfaction of master's program requirements. Students will be admitted to the program on a conditional basis until all above requirements are completed.

Advising

Students entering the master's program must contact an accountancy program faculty member for initial advising in order to plan a program of study which is responsive to their interests and satisfies degree requirements. A student may choose another accountancy program faculty member as his or her adviser at any time, if the new adviser agrees.

Program Requirements

In addition to satisfying general university requirements, candidates for the M.A. degree in accountancy must complete 40 semester hours of study distributed as follows:

Accounting Topics	20 to 24 Hrs.
Economics and Administration Topics	8 to 12 Hrs.
Research Methodology	4 Hrs.
Public Affairs Colloquia	4 Hrs.

Accounting Topics

All students must take a minimum of 20 hours of accounting course work selected on the basis of previous background and career objectives. Because of the public sector thrust of the program, students are required to take ACC 454 and ACC 521 in satisfying the requirement. A minimum of 12 hours must be selected from 500-level courses. Students selecting any 400-level course for graduate credit must complete

an additional project focusing on a current accounting issue identified with specific course content.

Research Methodology

The ability to understand, appreciate and critically analyze the growing amount and increasing diversity of accounting, business and governmental research is a necessary and an important part of advanced professional education in accountancy. The research methodology requirement must be satisfied by completing BUS 521 Research Analysis.

Economics and Administration Topics

Careers in professional accountancy require extensive interaction with governmental and business organizations; therefore eight to 12 hours of graduate work in economics and administration topics are required. Since most students in the program will have taken a number of undergraduate courses in economics and administration, specific courses are not required. Rather, the courses selected should be at an advanced level and should complement the student's previously acquired knowledge and career interests. Students may select graduate course work from the following programs to satisfy this requirement: management information systems, business administration, economics and public administration.

Graduation Requirements/ Master's Project

Students must satisfy all university graduation requirements and complete a master's project. Although the master's project requirement is satisfied only by successfully completing ACC 521 Advanced Governmental and Nonprofit Accounting, the master's project topic may be in any area of accounting in which the student has completed advanced course work and where the topic and research proposal has been approved by the faculty.

Continuing Professional Education

The accountancy program is officially recognized by the state of Illinois as a sponsor of continuing professional education (CPE) courses. Information about specific courses and CPE credit may be obtained by calling the accountancy program office at 786-6541.

Accountancy *Course Descriptions*

ACC 321 Intermediate Accounting I (4 Hrs.)

Development and application of accounting theory to issues related to financial statements, assets, liabilities and measurements of income. Special topics include accounting for income taxes, accounting changes and error analysis. Prerequisite: principles of accounting or equivalent.

ACC 322 Intermediate Accounting II (2 Hrs.)

Development and application of accounting measurement and reporting issues related to financial statements. Special topics include statement of changes in financial position, corporate formation, earnings per share and price-level and current-value accounting. Prerequisite: ACC 321.

ACC 323 Advanced Accounting (4 Hrs.)

Application of accounting concepts and principles to a variety of business problems and forms of business organizations, including partnerships and their formation, operation and dissolution; business combinations and reorganizations; intercorporate investments; and consolidations. Prerequisite: ACC 321.

ACC 334 Cost Accounting Concepts (2 Hrs.)

Development and application of cost accounting principles and procedures related to job-order costs, process costs, standard costs, accounting for overhead and variance analysis. Prerequisite: Principles of accounting, or equivalent.

ACC 424 Commercial Law (4 Hrs.)

Treatment of legal problems inherent in business transactions and their accounting and auditing implication. Emphasizes CPA examination in law — i.e., contracts, commercial paper and the Uniform Commercial Code. Prerequisite: Principles of accounting, or equivalent.

ACC 433 Managerial Accounting (4 Hrs.)

Systematic and formalized approaches to planning, coordination, decisionmaking and control func-

tions of business management used to minimize expenses and maximize profits consistent with social and other responsibilities of management. Study of long-range and short-range profit planning, including preparation of forecast financial statements and methods of analysis. Prerequisite: ACC 421, or equivalent.

ACC 435 Accounting Information Systems (4 Hrs.)

Information system concepts, computer technology, system analysis, design and application to computer-based accounting systems that provide adequate internal control.

ACC 443 Federal Income Taxation (4 Hrs.)
Basic concepts of federal income taxation as they apply to individuals, corporations and partnerships; study of current tax legislation and its consequences upon social and economic aspects of society. Prerequisite: Principles of accounting, or equivalent.

ACC 454 Governmental and Nonprofit Accounting (4 Hrs.)

Major concepts, principles and objectives of accounting for governmental and other nonprofit entities with major emphasis on external reporting issues, including analysis of published financial statements. Prerequisite: Principles of accounting, or equivalent.

ACC 464 Auditing Concepts and Responsibilities (4 Hrs.)

Role of the attest function in society and knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function; professional responsibilities and ethics; auditing standards; legal liabilities; the audit process, reports and opinions. Prerequisites: ACC 321. See ADP 421.

ACC 474 Advanced Theory and Practice (4 Hrs.)

Accounting theory and practice underlying asset and liability valuation and income measurement. Research studies and opinions of the APB and FASB. Developments in corporate financial reporting and disclosure requirements. Prerequisite: ACC 323.

ACC 482 Financial Statement Presentation (2 Hrs.)

Problems, limitations and concepts underlying corporate financial statement presentation. Emphasis on understanding financial statements and comprehension of impact of accounting policy decisions on statement presentation. Case method used extensively. Prerequisite: ACC 323.

ACC 508 Controllershship and Fiscal Management (4 Hrs.)

In-depth study of the planning and control functions as they relate to government, other not-for-profit entities and industry. Topics and cases will cover

asset management, capital budgeting, operational budgeting, responsibility accounting and audit need surveys. Managing the internal audit function. Emphasizes the role of operational auditing in assessing management effectiveness in government, other not-for-profit organizations and industry. Prerequisite: ACC 433.

ACC 512 Operational Auditing (4 Hrs.)

Designing operational audit programs and audit need surveys. Managing the internal audit function. Emphasizes the role of operational auditing in assessing management effectiveness in government, other not-for-profit organizations and industry. Prerequisite: ACC 454.

ACC 521 Advanced Governmental and Nonprofit Accounting (4 Hrs.)

Critical analysis of the major conceptual literature in accounting and financial reporting for governmental and nonprofit entities, including such topics as disclosure quality, financial analysis and benefit-cost analysis. Major research project in governmental-nonprofit area required. Prerequisite: ACC 454.

ACC 522 Seminar in Accounting Theory (4 Hrs.)

Objectives of financial accounting and reporting for business and non-business entities presented. Various theories of income measurement and asset valuation studied and compared. Prerequisite: ACC 322.

ACC 524 Advanced Auditing (4 Hrs.)

Issues and developments relating to the attest function, including proposals for its extension. Audit approach and scope considerations. Report writing. Auditing EDP systems. Governmental auditing. Prerequisite: ACC 464.

ACC 542 Accounting and the Public Interest (2 or 4 Hrs.)

Seminar on ethical and social issues in corporate social accounting theory, regulatory issues, reforms and legislative proposals; the Corrupt Practices Act; accountants' legal liability — professional standards vs. court decisions.

ACC 544 Advanced Corporation and Partnership Taxation (4 Hrs.)

Tax factors affecting business decisions of corporations and partnerships; special problems in reorganizations and liquidations. Advanced development of basic concepts discussed in ACC 443; includes a major tax research project. Prerequisite: ACC 443, or equivalent.

ACC 546 Estates, Gifts and Trusts (4 Hrs.)

Advanced topics in taxation with special attention to estates, gifts and trusts; tax research; and tax planning. Prerequisite: ACC 443, or equivalent.

ACC 550 Professional Education and In-Agency Seminars (1 to 4 Hrs.)

A maximum of 4 hours credit may be earned by attending professional education seminars and courses on accounting topics. To obtain credit, the

student must submit a proposal containing a topical outline and bibliography for approval by the program faculty prior to attending and prepare a project paper after attending.

ACC 561 Thesis (1 to 4 Hrs.)

Students who want to make a detailed study of a particular topic of interest may, with adviser assistance and approval, choose this option in lieu of a 500-level course in accounting. Prerequisite: BUS 521, or ADP 503, or equivalent.

Service Courses

(Not accepted toward satisfaction of accountancy program requirements.)

ACC 307 Conceptual Basis of Accounting (2 Hrs.)

For students who want to reinforce their knowledge of basic accounting theory and procedure. Specific emphasis on the analysis and flow of financial information and the development of financial statements. Prerequisite: Principles of accounting, or equivalent.

ACC 412 Accounting for Health Care Institutions (4 Hrs.)

Basic principles of accounting and finance and their application in the hospital/health care environment. Basic accounting procedures along with various financial and managerial accounting topics examined, along with current attempts to resolve financing problems in health care facilities. See HSA 412.

ACC 421 Administrative Uses of Accounting Information (4 Hrs.)

For students whose objectives are to develop an understanding of uses of accounting information for planning, control and decisionmaking. Emphasizes accounting processes and measurements; significance and limitations of financial statements; managerial accounting concepts and applications.

ACC 445 Individual Income Taxation for Non-Accounting Majors (4 Hrs.)

Social, economic and political aspects of taxation, including analysis of common form and schedule content and basic tax planning.

ACC 505 Financial Management for Nonprofit Organizations (2 or 4 Hrs.)

Financial statements, financial planning and budgeting, cash management and control, fund accounting, accounting systems and reports, cash vs. accrual accounting, presenting financial data, financial organizations and staffing.

ACC 506 Accounting Controls for MIS (4 Hrs.)

A study of accounting system design considerations and the use of accounting as a means of organizational control. Topics include internal control, accounting systems life cycle, cost of capital, capital budgeting, operational budgeting, responsibility accounting systems, break-even analysis and cost accounting systems. Prerequisite: ACC 421, or equivalent.



Biology

B.A. (60 Hrs.) M.A. (35 Hrs.)

Faculty — Gary Butler, Nada Chang, William Huck, Ann M. Larson, Malcolm Levin, Richard W. Sames

Associated Faculty — Alison Blasdel, Jeffrey Chesky, William W. Martz, James Veselenak

Adjunct Faculty — John W. Ashford, Jr., Everett D. Cashatt, Donald M. Caspary, Carl L. Faingold, Tony J. F. Lee

The Bachelor's Degree

The undergraduate program is designed to build a strong foundation in modern biology and related disciplines, to improve each student's learning skills and to aid students in mastering problem-solving skills pertinent to scientific and public issues.

Graduates of the program have been successful in pursuing advanced studies in graduate schools, medicine, dentistry and veterinary medicine and have pursued careers in teaching at the secondary, community college and university levels. Others have become laboratory technicians, sales personnel and middle managers in life science and allied health professions. The flexibility and rigor of the curriculum enable students to shape career goals.

Entrance Requirements

Students entering the program must have completed eight to 10 semester hours in general chemistry with laboratory; five to eight semester hours of biology courses, including general biology with laboratory; and college algebra. Before graduation, a student must complete one semester of organic chemistry with laboratory, which may be taken before or after the student has entered the biology program. During the two years at SSU, up to 12 semester hours of approved lower-division courses may be transferred from an accredited institution of higher education in order to make up deficiencies.

Advising

Students should consult a program faculty member prior to initial registration. If this is not possible, students must contact a program representative at registration. During the first semester at SSU, the program will assist the student in selecting an adviser from among the biology faculty.

The student should prepare a plan to ensure that all requirements are being met. The program recommends that students take the general seminar, ecology and microbiology during the fall of their junior year; organismal botany and/or comparative vertebrate biology in the spring; and cell biology in the fall of their senior year. Genetics is the culminating course in the sequence and it is assumed that students will have completed most, if not all, of the biology required sequence.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The biology program's core curriculum provides a common foundation in modern biology for all students. With the faculty adviser, students build on program requirements to meet individual needs.

Core Requirements:

BIO 301 General Seminar	1 Hr.
BIO 311 Cell Biology	4 Hrs.
BIO 313 Genetics	5 Hrs.
BIO 345 & 346 General Microbiology	4 Hrs.
BIO 351 Organismal Botany	5 Hrs.
BIO 371 Ecology	4 Hrs.
BIO 436 Comparative Vertebrate Biology	5 Hrs.
<i>Total Biology</i>	28 Hrs.

Other Requirements

CHE367 Fundamental Organic Reactions	4 Hrs.
CHE368 Experimental Organic Chemistry	2 Hrs.
<i>Total</i>	6 Hrs.

Electives

Liberal Arts electives (may not be selected from biology, mathematics, chemistry or most environmental studies)	4 Hrs.
General electives	10-16 Hrs.
<i>Total</i>	14-20 Hrs.

University Requirements	12 Hrs.
<i>Total Requirement</i>	60 Hrs.

Communication Skills

Biology majors fulfill the university's communication skills requirement in BIO 301 General Seminar, a required course for all biology majors. Students must perform at a minimum C level to receive credit for the course. Students performing below this level are required to complete a development program at the university's Learning Center.

Applied Study Term

The biology program's Applied Study Term allows students to gain practical experience in a variety of areas. Placements have included state agencies such as the State Museum, Environmental Protection Agency, Department of Conservation, Department of Public Health, SIU Medical

School and Lincoln Memorial Gardens as well as research experience with Sangamon State University faculty.

The Master's Degree

Through formal courses and independent study, the biology program offers a balanced curriculum with areas of study in cell biology, microbiology and ecology. It prepares students for further training in biology, including medical and other professional schools and biology careers in both the public and private sectors. The program contributes to university objectives by providing a focus on the awareness of the interaction between science and public policy.

Entrance Requirements and Advising

Students wishing to enter the graduate program are expected to have completed a program of study similar to that required for a bachelor's degree in biology at SSU. They are also required to take self-assessment tests of basic learning skills. Beginning graduate students are initially assigned to an academic adviser and have provisional status as degree candidates until the completion of 10 credit hours of program-approved course work. When degree candidacy is granted — and it may be with remedial provisions to overcome deficiencies or improve learning skills — each candidate must form a master's committee, which supervises the master's program and master's project. Admitted students are expected to make demonstrable progress toward completion of the master's program.

Grading Policy

A maximum of eight credit hours of C grades are applicable to the degree, provided they are balanced by eight hours of A. However, C grades will not be accepted for required courses and C grades taken in program-approved elective courses must be balanced by A grades in program-

approved courses only. Master's candidates are expected to maintain a B average, and those students who fall below that level may lose their candidacy.

Program Requirements

For students with the equivalent of the SSU baccalaureate degree in biology, the SSU biology master's degree requires a minimum of 35 semester hours of course work distributed as follows:

CHE 415 Biochemistry I (or equivalent)	4 Hrs.
BIO 402 Biometrics (or equivalent)	3 Hrs.
BIO 500 Master's Project	4 Hrs.
BIO 501 Graduate Seminar	1 Hr.
BIO 551, 561, OR 571	3 Hrs.
Elective Courses (NOTE: at least 6 hours must be at the 500 level)	12 Hrs.
BIO 521 Biological Sciences and Public Policy	4 Hrs.
Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<i>35 Hrs.</i>

Master's Project

The master's project is to be based on a graduate research problem approved by each student's master's committee. Each master's project shall include a formal written manuscript and an oral presentation open to faculty, students and guests. The student's master's committee decides whether or not the project is acceptable.

Facilities

The biology program emphasizes student mastery of instrumentation as a major component of both the undergraduate and graduate curricula. Current facilities consist of five course laboratories and one independent project laboratory. Equipment available for environmental studies includes a john boat and Boston whaler, portable spectrometer, pH meter, dissolved oxygen meter, submarine photometer, echo sounder, Van Dorn water sampler and an extensive array of sampling and assay

equipment for field and laboratory investigation of aquatic and terrestrial habitats. Specialized facilities include an all-weather greenhouse, terrestrial and aquatic animal facilities, and walk-in cold rooms and environmental chambers.

For studies in cell biology and physiology, the following are available: radiation biology laboratory equipped with a Searle liquid scintillation counting system; electron microscopy laboratory, which includes Hitachi HU-11B and HS-8 microscopes, vacuum evaporator and freeze-fracture apparatus; light microscopy laboratory, which contains a wide range of microscope systems, cryostat, micro- and macrophotographic equipment, and fully equipped darkroom; microbiology facilities including growth chambers, isolated preparation room and sterilization capabilities; and a wide range of biochemical and physiological equipment, such as high speed and ultracentrifuges, oscilloscopes, polygraphs, and atomic absorption and nuclear magnetic resonance spectrophotometers.

Students are encouraged to use the instruments they have been trained on in additional class-related exploration and projects.

Special Collections

The program is holder of the collection of anaerobic bacteria and bacteriophage gathered by Dr. L. S. McClung, retired professor of microbiology at Indiana University. These organisms are used for research purposes by both undergraduate and graduate students.

Biology Course Descriptions

BIO 301 General Seminar (1 Hr.)
Development of learning skills following self-assessment. Mastery of library skills and ability to organize material are demonstrated by a paper on a topic of interest and a seminar based on the paper. Recommended for fall of junior year.

BIO 305 Plants and Society (4 Hrs.)

A consideration of plants from soil to harvest and environmental principles in everyday practice. Useful plants and their products are explored with an emphasis on the interrelationships and interdependence between plants and society. This is a laboratory science course for *non-science majors*.

BIO 306 Introduction to Environmental Microbiology (4 Hrs.)

For management, business administration and other *non-science students* to explore the role of microorganisms as pollutants and agents of pollution and hazardous waste control. Concepts in microbial ecology and pollution technology synthesized into a coherent description of microbial environmental activities. No previous biology required. Laboratory.

BIO 311 Cell Biology (4 Hrs.)

Structure and function at the cellular level, including mechanisms of biological processes. Laboratory integrates study of cellular processes with introduction to current research techniques and instrumentation. Prerequisite: General chemistry. Recommended fall of senior year.

BIO 313 Genetics (5 Hrs.)

Processes and principles underlying storage, transmission, utilization and alternation of inherited information in biological systems. Lecture topics encompass Mendelian genetics through an introduction to modern population genetics. Recommended spring of senior year.

BIO 345 General Microbiology (3 Hrs.)

Structure, physiology, classification and growth of bacteria and their viruses; survey of fungi and viruses of higher forms.

BIO 346 General Microbiology Laboratory (1 Hr.)

Techniques and procedures for achieving and maintaining pure cultures and their subsequent study.

BIO 347 Medical Bacteriology (4 Hrs.)

Concise overview of pathogenic bacteriology. Includes discussion of techniques for culturing and identifying bacteria and an introduction to epidemiology. Required of medical technology students. Prerequisite: BIO 345, or equivalent.

BIO 351 Organismal Botany (5 Hrs.)

Development of "higher" plants from seed to seed considering both the structure and function of plants. Consideration of principles of plant systematics using representatives from both the plant and fungus kingdoms as examples.

BIO 362 Human Physiology (4 Hrs.)

Systems approach to understanding fundamental mechanisms of human physiology with emphasis on homeostasis: membranes and cellular mecha-

nisms, nervous system, muscle, cardiovascular, renal, respiratory and digestive physiology and endocrine regulatory mechanisms. Prior anatomy and physiology is recommended.

BIO 371 Principles of Ecology (4 Hrs.)

Structure and function of ecological systems including basic ecological principles and concepts; the habitat approach with major units of both aquatic and terrestrial ecosystems. Laboratory involves in-depth study of terrestrial communities. Recommended fall of junior year.

BIO 400 Undergraduate Research (1-4 Hrs.)

Independent investigation of specific problem of interest to the student. Before enrolling, student must select a faculty member from the biology program to direct and review the project. Research paper, formal seminar or both may be required for credit. Maximum of 4 semester hours may be earned.

BIO 402 Biometrics (3 Hrs.)

Statistical analytical tools in biology and their application in developing strategies for experimental procedures and evaluating results.

BIO 413 Human Genetics (3 Hrs.)

Examines principles of genetics including a treatment of cells and chromosomes, classical genetics, complex traits, and developmental, molecular and population genetics. Emphasizes biological and genetic basis of the human condition.

BIO 422 Electron Microscopy (4 Hrs.)

Theory and procedures of electron microscopy, integrated with an understanding of ultrastructural morphology. Students develop competencies within three broad areas, including material preparation, instrumentation and information processing. Emphasis on laboratory experience.

BIO 426 Plant Physiology (4 Hrs.)

Physiological processes, mechanisms and models involved in water relations, photosynthesis, nutrition, growth and development of plants, with emphasis on vascular plants.

BIO 431 Histology (4 Hrs.)

Cell and tissue structure in relation to function, with emphasis on fundamental tissues. Students develop competence in light microscopic study of tissues.

BIO 436 Comparative Vertebrate Biology (5 Hrs.)

A comparative study of the embryology, organogenesis and functional anatomy of the four classes of the chordata. Non-chordate comparisons and evolutionary relationships included.

BIO 438 Algology (4 Hrs.)

Identification, morphology, physiology and ecology of algae with emphasis on freshwater forms.

BIO 446 Virology (3 Hrs.)

Bacterial cells with their viruses, which form the basis for study of interactions of mammalian cells and their viruses. Use of viruses in transfer of genetic information also discussed. Prerequisite: BIO 345, or organic chemistry, or equivalent.

BIO 468 Animal Behavior/Ethology (4 Hrs.)

Historical foundations of ethology, current methods, concepts and research problems; analysis of the organization of behavior in individual animals and application of human behavior. Field observations, laboratory exercise and independent projects emphasized.

BIO 472 Field Methods (2-4 Hrs.)

Intensive exploration of field methods in current use in various field disciplines. Description of particular field methods will be stated in course schedule. Prerequisites dependent upon topic. Course may be repeated if field differs.

BIO 476 Aquatic Biology (4 Hrs.)

Microscopic and macroscopic aquatic animals and plants including ecology, functional morphology and some taxonomy. Field experience is an integral part of the course.

BIO 479 Evolution (4 Hrs.)

Origin of life and history of development of living systems. Analysis of classical and neo-classical Darwinism and mechanisms of evolution, with emphasis on microevolutionary studies as an analytical tool.

BIO 480 Workshop for Science Teachers (2-4 Hrs.)

Workshop on science methods and materials intended primarily for in-service experience. May be repeated for credit.

BIO 500 Graduate Research (1-10 Hrs.)

In-depth investigation of a biological topic. Before beginning graduate research, students must have been granted degree candidacy and have formed a master's committee to approve and review progress of the project. Research paper and formal seminar required for credit. Maximum of 10 semester hours may be applied toward the degree. This requirement may be met in one of two ways: (1) A student can propose a laboratory research project which must be under the direction of a faculty member, or (2) A student may research an approved topic which deals with a problem in the public arena. This need not be a laboratory research project and should be based in the executive or legislative branches of state government.

BIO 501 Graduate Seminar (1 Hr.)

In-depth exploration of biological topic with emphasis on methods of library research, organiza-

tion of material and techniques for presenting information. Required of M.A. candidates. Should be taken early in graduate program.

BIO 510 Topics in Biology (1-4 Hrs.)

Intensive study of a topic under investigation by contemporary biologists. Description of topic for a given semester will be stated in course schedule. Prerequisite: Dependent upon topic. Course may be repeated for an indefinite number of credit hours, but topic of study must differ.

BIO 512 Light Microscopy and Photomicroscopy (4 Hrs.)

Applications of optical research tools to various biological materials and problems. Includes dark-field phase, differential phase and Nomarski phase systems as well as principles of photomicroscopy.

BIO 521 Biological Sciences and Public Policy (4 Hrs.)

Similarities and differences in the decisionmaking processes and procedures within the scientific community and the public arena; risk assessment as a tool in decisionmaking; roles that the law, legislature, government agencies, administrative directives, lobbyists and the scientific community play in decisionmaking; and role of science in the regulatory process.

BIO 551 Advanced Cell Biology (3 Hrs.)

Detailed discussion of cell structure and function, physiochemical properties and cellular interactions. Emphasis on current research methodology in the study of the cell. Prerequisites: BIO 311 and CHE 415, or equivalents.

BIO 561 Advanced Microbiology (3 Hrs.)

Selected advanced topics which may vary in response to student need but include aspects of microbial physiology such as growth, metabolism, photosynthesis and genetics. Prerequisite: BIO 345, or equivalent.

BIO 571 Advanced Ecology (3 Hrs.)

Critical review of contemporary ecological concepts, mainly through review and discussion of primary references. Designed especially for M.A. students majoring in environmental biology. Prerequisite: Satisfactory matriculation into environmental biology curriculum.

The following courses are accepted for the program major:

ENS 445 Biology of Water Pollution
CHE 421 Instrumental Analysis
CHE 431 Environmental Chemistry



Business Administration

B.B.A. (60 Hrs.) M.B.A. (48-58 Hrs.)

Faculty — Daniel J. Gallagher, Richard Judd, Moshe Levin, Ardeshir Lohrasbi, Paul McDevitt, David O'Gorman, Mark Puclick, Sally Jo Wright

The business administration program is designed to help students develop an understanding of the business enterprise, with emphasis on the role and function of business operating within a societal context. The curriculum requires development of competence in the functional areas of business (marketing, finance, production and human resource management) and offers a selection of electives designed to provide a broad education as a foundation for decisionmaking and leadership in business and society.

Advising

Upon entry to either the B.B.A. program or the M.B.A. program, a student is assigned an adviser and should consult with the adviser before initial registration to ensure a course of study which meets both personal objectives and degree requirements. A student may select another adviser from among the business administration faculty at any time with concurrence of the faculty member.

The Bachelor's Degree

Entrance Requirements

The B.B.A. degree program is designed to prepare students for responsible positions in various types of business enterprises. The program provides a broad background in all of the functional areas of business and emphasizes broad integrative preparation for performing effectively in decisionmaking and leadership positions.

Entry to the B.B.A. program requires undergraduate admission to the university. A candidate must meet the university entrance requirements and have completed the following tool prerequisites prior to tak-

ing core courses: two courses in accounting (principles I and II), two courses in economics (micro and macro), a course in statistics, a course in computer applications, a course in business law and a course in business calculus.

These courses do not apply toward the 60 hours of study at Sangamon State University. An average GPA of 2.0 (C) or better in the tool courses is required for entry into core courses. Students are encouraged to take course work in sociology, psychology and communication (both verbal and written) prior to beginning the B.B.A. program.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The B.B.A. degree requires successful completion of a minimum of 60 semester hours of undergraduate credit. Students must meet University Requirements of 12 semester hours as part of the 60-hour requirement.

Business Core Courses

BUS 302 Principles of Financial Management	4 Hrs.
BUS 312 Principles of Marketing	4 Hrs.
BUS 322 Operations Management	4 Hrs.
BUS 331 Business and Society	4 Hrs.
BUS 341 Principles of Management	4 Hrs.

BUS 351 Human Resource Management 4 Hrs.

Electives

Liberal Arts Elective 4 Hrs.

General Electives — requires prior approval of adviser 12 Hrs.

Program Elective 4 Hrs.

Integrative Courses

BUS 483 Business Strategy and Policy — must be taken during the student's last semester of study (may not be waived) 4 Hrs.

University Requirements 12 Hrs.

Total Requirement 60 Hrs.

Electives

Students will have 20 elective hours under this curriculum. Four hours must be taken in liberal arts. Of the remaining 16, four must be taken in a functional area of business.

Waiving of Required Courses

With adviser approval, appropriate electives may be substituted in lieu of a required course, when students have completed equivalent previous course work. These electives must be taken in the disciplinary area in which the required course was waived. Waiver of any course does NOT waive any portion of the 60-hour degree requirement.

Proficiency Credit for Prior Learning or Transfer of Undergraduate Credits.

The Office of Admissions and Records performs the initial evaluation of transfer credits, certifying that the courses are acceptable as undergraduate level courses. The final evaluation is made by the Business Administration Admissions Committee. In some instances, the credits accepted by the program may be less than that certified by Admissions and Records. No more than 30 semester hours of transfer credit,

credit for prior learning or proficiency credit will be accepted toward degree requirements.

Full-Time and Part-Time Loads

A full-time course load consists of at least 12 credit hours per semester. Registration for more than 16 hours requires adviser approval. Students who work full-time and enroll on a part-time basis should normally enroll for four to eight hours per semester. No distinction is made between full- and part-time students in meeting degree requirements.

Grading Policy

A GPA of 2.0 or better is required for graduation. B.B.A. degree candidates cannot take any course on a credit/no credit or a pass/fail basis. A grade of D will not be accepted for BUS 483 Business Policy; this includes the grades D+ and D-.

The Master's Degree

Entrance Requirements

Admission to the M.B.A. program is granted by the program faculty and constitutes graduate admission to the university. To apply for admission, applicants must submit a Graduate Management Aptitude Test (GMAT) score and a *complete* set of official undergraduate transcripts signifying graduation from an accredited university. These materials must be received at least one month prior to the student's intended date of registration. Evaluation of applications will be based upon GMAT scores and undergraduate GPA. A minimum GMAT of 400 is required, and an undergraduate GPA below 2.5 may result in conditional admittance.

Degree Requirements

The M.B.A. degree requires successful completion of a minimum of 48 semester hours of graduate credit. A full-time student entering during the fall semester will normally require a minimum of four semes-

ters, (one and one-half calendar years), to complete the degree. Students entering in a semester or term other than the fall normally require up to two calendar years, since course offerings are limited during the summer term. Each student must meet the university requirement of four semester hours of Public Affairs Colloquia as a part of the 48-hour requirement. A maximum of 12 semester hours of graduate credit taken at another accredited university may be applied toward the minimum 48 semester hours required for the M.B.A. A grade-point average of 3.0 or better is required for graduation.

Prerequisites

Before starting course work for the M.B.A. degree, all students are expected to be familiar with four fundamental business tool areas: accounting, computer applications, economics and statistics. Competence in these areas can be demonstrated in the following ways: successful completion of appropriate undergraduate course work, successful completion of approved courses offered at Sangamon State University, or demonstrated competence in the area.

The following undergraduate courses are considered as meeting the fundamental tool requirement: two semesters of introductory accounting (principles I and II), one semester of computer applications, two semesters of introductory economics (micro and macro) and a minimum of two semesters of college mathematics, at least one of which was statistics.

The approved prerequisite courses offered at SSU are: ACC 421 Administrative Uses of Accounting Information (4 Hrs.), BUS 306 Computer Usage in Business (4 Hrs.), ECO 315 Economics for Administration (4 Hrs.), ECO 313 Statistics for Business and Economics (4 Hrs.). These courses do not count toward the 48 semester hour degree requirement.

Degree Program Course Requirements

Functional Areas of Business
BUS 502 Managerial Finance 4 Hrs.

BUS 512 Marketing Management	4 Hrs.
BUS 521 Research Analysis*	4 Hrs.
BUS 522 Production and Operations Management	4 Hrs.
BUS 531 Business-Government Relationships	4 Hrs.
BUS 541 Organizational Behavior	4 Hrs.
BUS 563 Business Information Systems	4 Hrs.
	<u>28 Hrs.</u>

University Requirements

Public Affairs Colloquia 4 Hrs.

Electives

Appropriate 500-level courses in business administration and the School of Business and Management. All other courses taken for graduate elective credit require prior approval of adviser. 12 Hrs.

Integrative Course

BUS 583 Business Policy (may not be waived) must be taken during the student's last semester of study. 4 Hrs.

Total Requirement 48 Hrs.

*Part-time students should take BUS 521 in the first semester and BUS 541 in the second semester. Full-time students should take BUS 521 and BUS 541 in the first semester concurrently with other core courses.

Waiving of Required Courses

With adviser approval, appropriate electives may be substituted in lieu of a required course, when students have completed equivalent previous course work. These electives must be taken in the disciplinary area in which the required course was waived. Waiver of any courses does *NOT* waive any portion of the 48-hour degree requirement.

Transfer of Graduate Credits

The Office of Admissions and Records performs the initial evaluation of transfer credits, certifying that the courses are

acceptable as graduate-level courses. The final evaluation is made by the Business Administration Admissions Committee. In some instances, the credits accepted by the program may be less than that certified by the Office of Admissions and Records. No more than 12 semester hours of transfer credit will be accepted in lieu of degree requirements. A grade of B (3.0) is the minimum required for transfer hours.

Full-time and Part-time Loads

A full-time course load consists of 12 credit hours per semester. Registration for more than 12 hours requires adviser approval. Students who work full-time and enroll on a part-time basis should normally take from four to eight hours per semester. No distinction is made between full- and part-time students in meeting degree requirements.

Course Scheduling

The principal mode of instruction is evening courses, although occasional weekend and daytime classes may be offered. Insofar as possible, at least one section of every required course is offered in both the spring and fall semesters. All other courses are offered periodically, subject to the availability of faculty and student demand. *Students cannot expect any particular course to be offered during the summer and should plan their schedules accordingly.*

Students are required to complete ACC 421, BUS 306 and ECO 313, ECO 315 or equivalents, which have not been waived, prior to beginning M.B.A. degree courses.

Grading Policy

No more than eight hours of C grades (including C+ and C-) in degree courses may be used toward the M.B.A. degree. Students must maintain a GPA of 3.0 in all required courses used for graduation. An M.B.A. degree candidate may not take any courses used for the degree on a credit/no

credit or pass/fail basis. In no case will a grade of C be acceptable in ADB 583 Business Policy.

Bachelor's in Business Administration Course Descriptions

(Not accepted toward satisfaction of M.B.A. Program requirements)

Business Core

(All business core courses require admission to B.B.A. or accountancy programs or completion of B.B.A. prerequisites.)

BUS 302 Principles of Financial Management (4 Hrs.)

Introduction to the analysis of financial operations, decision processes and analytic tools used in the financial management of the business enterprise provides special attention to areas of capital budgeting, cost of capital, ethical issues, investment decisions and working capital management.

BUS 312 Principles of Marketing (4 Hrs.)

Surveys the principle concepts and practices in contemporary business marketing. The roles, functions and contributions of marketing are discussed and societal implications of effective marketing explored. Course topics include marketing information systems, marketing segmentation, strategy formulation, pricing, promotion, distribution, product introduction, as well as management and marketing ethics.

BUS 322 Operations Management (4 Hrs.)

Introduction to OM techniques including their application to functional areas of the business enterprise and operations control. Topic coverage includes product and production planning, facilities layout and location planning, project evaluation and control, linear programming, waiting line and inventory modeling, production control, and quality planning and control.

BUS 331 Business and Society (4 Hrs.)

Introduces the role of business in our society and the interactions it has with various segments of the society. Specific areas examined include the legal environment, social responsibility of business, political and social forces and ethical dilemmas that can occur.

BUS 341 Principles of Management (4 Hrs.)

Study of fundamental principles and processes appropriate to understanding of management. Topics include planning organizing, directing, controlling and decisionmaking.

BUS 351 Human Resource Management (4 Hrs.)

Introductory course to the field of personnel management. Topics include: employment, placement, personnel planning, training and development, performance appraisal, compensation and benefits, labor relations and legal and ethical issues associated with health, safety and security. These topics are examined in relation to the operational activities of the profit seeking business enterprise.

BUS 483 Business Strategy and Policy (4 Hrs.)

Concerns problem solving in business from an upper-management perspective. Interrelationships between the marketing, finance, operations and human behavior perspectives are addressed, particularly with respect to developing enterprise strategies to attain objectives in the context of the containing environment. Also considered are corporate social responsibility to the individual and society. This course should be taken in the student's last semester of course work for the B.B.A. Prerequisites: All core courses.

Electives

Finance

BUS 436 Real Estate (4 Hrs.)

Examines the fundamentals of real estate practice and financing combined with property management to provide an overall background relative to property analysis, the relationship between operating and value and the administration of private and public sector property.

BUS 437 Advanced Real Estate (4 Hrs.)

An in-depth examination of real estate principles with emphasis upon contracts and conveyances and the effective use of risk management.

BUS 443 Financial Investment Analysis (4 Hrs.)

Elements of an "ideal" investment, examination and testing of specific investment securities. Considers alternative approaches to management of stock and fixed-income security portfolios. Problems and cases are assigned for analysis. Prerequisite: BUS 302.

BUS 445 Financial Institution Management (4 Hrs.)

Provides broad knowledge and skills in the practices of commercial bank, pension fund, thrift, insurance and finance company management. An analysis of the financial management of financial institutions is presented. An analysis of the nature, purposes and objectives of the American financial systems is stressed. Topics also include "nonbanks" and financial regulation/deregulation. Case exercise and project work are required. Prerequisite: BUS 302.

Marketing

BUS 433 Introduction to Marketing Management (4 Hrs.)

Introduction to marketing management including the establishment of marketing objectives, the identification of target markets, and the development, execution, and implementation of marketing mixes. Prerequisite: BUS 312.

BUS 435 Sales and Sales Management (4 Hrs.)

Principles of successful professional selling. The management aspect concerns recruitment organization, motivation, direction and control of the sales force. Prerequisite: BUS 312.

Operations Management

BUS 447 Production and Systems Management (4 Hrs.)

Design and analysis of operating systems using scientific decisionmaking. Methodology such as on-line systems explored. Case exercises and project work are required. Prerequisite: BUS 322.

BUS 449 Production Planning and Quality Control (4 Hrs.)

Selected topics from production theory, application of quantitative methods to current production problems, integration of production planning within overall objectives of the firm. Prerequisite: BUS 322.

BUS 459 Production and Inventory Management (4 Hrs.)

Models used for materials management and control of purchase goods and services. Includes EOQ models, simulations, cases, exercises, problems. Prerequisite: BUS 322.

Entrepreneurship

BUS 454 Entrepreneurship (4 Hrs.)

Elements of entrepreneurship, highlighting successful characteristics. Functions of the entrepreneur explained and illustrated. Students examine personal and commercial strategies that can be used in establishing new business ventures. Prerequisite: Program entry.

BUS 455 Small Business Management (4 Hrs.)

Role of small business in the economy, characteristics of small businesses and owner-managers, marketing and producing product or service, maintaining financial health and the future of small business. Prerequisite: Program entry.

BUS 456 Franchising (4 Hrs.)

History of franchising, with pros and cons and how to plan a franchise. Primary functional components explained and illustrated, including marketing, finance, legality and operations. The franchise

package, franchisor/franchisee relationships and international franchising also addressed. Prerequisite: BUS 455.

BUS 458 Small Business Counseling (2 Hrs.)

Individual and team projects associated with business firms requesting management assistance. Students work to refine the problem, establish an appropriate research method, collect and analyze the information and make recommendations to the requesting business owners. Class offered in conjunction with the Small Business Institute. Prerequisites: BUS 302, 312, 322 and 455 or 456.

BUS 499 Tutorial in Business Administration Service Course

BUS 306 Computer Usage in Business (4 Hrs.)

Managerial approach to computer systems, software systems, data preparation methods, on-line data collection and data delivery systems, including cases in public-private sectors. (May not be taken for credit by B.B.A. students.) Open to all majors.

**Master's in
Business Administration
Course Descriptions**

Required courses are offered in both the spring and fall semesters. Additional offerings are scheduled to accommodate student needs subject to faculty availability.

Finance

BUS 502 Managerial Finance (4 Hrs.)

Concepts and variables used in financial analysis, planning and control. Topics include financial forecasting, capital budgeting, leverage, valuation, cost of capital, asset/liability management and capital market instruments. Prerequisites: ACC 421, BUS 306, ECO 313, ECO 315, or approved equivalents.

BUS 503 U.S. Financial Institutions (2 Hrs.)

Historic development and practices of fiduciary institutions with special attention to commercial banks, savings and loans, central banking, investment banking and government financial institutions. Prerequisite: BUS 502.

BUS 504 Financial Markets (2 Hrs.)

U.S. money and capital markets, with special attention to the pricing of financial assets and allocation of funds in a modern, developed economy. Money

markets, stock, bond, options, futures, mortgage markets, and government markets and regulation are considered. Prerequisite: BUS 502.

BUS 505 Investments (4 Hrs.)

Designed specifically for the personal investor, giving a perspective on the timing, instruments and choices available to one who seeks to build a wealth base over time. The course shows the investment network which assists and facilitates the efforts of the individual, including the role of security analysts, portfolio managers, the organized markets and the so-called over-the-counter arena. Current regulations and investor safeguards in law and regulations are reviewed. Prerequisite: BUS 502.

BUS 506 Financial Strategy and Policy (4 Hrs.)

Logic of the financial planning process; development and implementation of a financial strategy to support the achievement of overall corporate goals; policy-relevant supports for decisions leading to diversification, divestment, development of new product lines and movement toward conglomerate status. Prerequisite: BUS 502.

BUS 507 Advanced Financial Management (4 Hrs.)

In-depth study of theories and cases dealing with investment and financial decisions of the firm: capital budgeting under uncertainties, cost of capital, dividend policies, capital structure management, international financial management and acquisitions and mergers. Prerequisite: BUS 502.

BUS 508 Portfolio and Security Analysis (4 Hrs.)

Study and application of analytical techniques in the analysis of financial statements of firms with traded securities, including development of efficient security portfolios. Prerequisite: BUS 505.

BUS 509 Small Business Finance (4 Hrs.)

Application of various financial theories to problems facing small businesses. Topics include profit forecasting and planning, cash management, budgeting, working capital management, leasing, sources of financing, investment decisionmaking, financial leverage and valuation. Prerequisite: BUS 502.

BUS 510 Topics in Finance (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 502.

BUS 570 Research in Finance (2 or 4 Hrs.)

Advanced graduate students may propose to a full-time member of the finance faculty a research topic designed to expand the individual's interest in the history, theory, methodology or current literature of

finance. May be repeated for an indefinite number of credit hours, but a particular research topic may not be repeated for credit. Prerequisite: BUS 502.

Marketing

BUS 512 Marketing Management (4 Hrs.)

Study of the conceptual foundations and practices of contemporary marketing as well as the planning, implementation and control of the marketing function. Topics include situation analysis, marketing objectives, target market selection, and product, promotion, pricing and physical distribution decisions. Prerequisites: ACC 421, BUS 306, ECO 313, ECO 315, or equivalents.

BUS 515 Marketing Strategy (4 Hrs.)

Study of the role of marketing in the strategic business planning process, including strategic environmental analysis, organizational mission and objectives, organizational strategy, identification of strategic business units, and analysis and evaluation of organizational business portfolios. Prerequisite: BUS 512.

BUS 520 Topics in Marketing (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 512.

Operations Management and Quantitative Analysis

BUS 521 Research Analysis (4 Hrs.)

Methods used for collection, analysis and interpretation of various types of business research data from the perspective of design, execution and evaluation of research projects as well as requests for research. Emphasis is given to using research analysis methods for decisionmaking within business organizations. Prerequisite: ACC 421, BUS 306, ECO 313, ECO 315, or approved equivalents.

BUS 522 Production and Operations Management (4 Hrs.)

Managerial techniques for planning, scheduling and controlling resources, cost, quality, productivity and efficiency in product and service organizations. Topics such as project scheduling and management, forecasting and constraint optimization are covered. Prerequisites: ACC 421, BUS 306, ECO 313, ECO 315, or approved equivalent.

BUS 523 Production Operations Planning and Control (4 Hrs.)

Techniques and methods of production, processing and manufacturing control for continuous or job shop applications. Quantitative managerial techniques for operations managers. Decision models for forecasting, planning and controlling production, inventory and quality. Linear programming, probabilistic models, queuing theory, simulation

methods. Not open to students who have completed BUS 522. Prerequisites: ACC 421, ECO 313, ECO 315, or approved equivalent.

BUS 524 Project/Program Management and Control (4 Hrs.)

Techniques and methods for planning, managing and controlling one-time major projects and programs. Topics include systems theory and analysis, stochastic planning and control methods and simulation. Emphasis on PERT/CPM techniques, decision trees, Monte Carlo processes. Prerequisite: BUS 522.

BUS 525 Quantitative Techniques for Managers (4 Hrs.)

Techniques of management science including decision theory, systems theory, operations research, mathematical programming techniques (linear, non-linear, dynamic), modeling, Markov processes, forecasting techniques and simulation techniques. Prerequisite: BUS 522.

BUS 530 Topics in Production/Operations Management (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 522.

BUS 580 Topics in Quantitative Analysis (2 or 4 Hrs.)

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 522.

External Environment

BUS 531 Business-Government Relationships (4 Hrs.)

Review and analysis of current laws and regulations which frame the external environment for private business operations in the U.S. Emphasis on state and federal regulations, agency governance and surveillance and business requirements, costs and response. Special applications to the production, distribution and financial functions of the firm are considered alongside trends and major developments in case law. Prerequisite: ACC 421, BUS 306, ECO 313, ECO 315, or equivalents.

BUS 532 Fundamentals of Business Law (4 Hrs.)

American legal system and those areas of special interest to the business manager. Statutory and case law relating to contracts, sales, negotiable instruments and business organizations are studied, with the goal of providing a foundation for informed decisionmaking and an awareness of important rights and obligations arising from business relationships. Prerequisite: ACC 421, BUS 306, ECO 313, ECO 315, or equivalents.

**BUS 533 Business and Economic
Forecasting (2 Hrs.)**

Methods for analyzing and forecasting business and economic conditions pertaining to industry and individual firms. Demand and supply functions stressed. Prerequisites: Business economics and statistics, or approved equivalents. See ECO 533.

BUS 534 Labor Law (4 Hrs.)

Major pieces of legislation in labor law and their impact on both management and labor. Special emphasis is given to the court's interpretation of legislation. Topics include injunction, strike activity, certification of bargaining representation and collective bargaining. Prerequisite: BUS 531.

**BUS 536 International Business
Organization and Operations (2 Hrs.)**

Analysis of international distribution, financing foreign operations, major legal issues affecting multinational firms, and a survey of risks for U.S. firms doing business in approximately 30 of the most significant nations of the world. Prerequisites: BUS 502, BUS 512.

**BUS 540 Topics in External
Environment (2 or 4 Hrs.)**

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 531, or approved equivalent.

Organizational Behavior

BUS 541 Organizational Behavior (4 Hrs.)

Structure and function of an organization as a sociotechnical system and of individual group and leadership processes and behavior within the organization. Historical development, leadership, decision-making, group dynamics, motivation, job satisfaction, authority, influence and power organizational change, communications, conflict and organization structure and design. Prerequisite: ACC 421, BUS 306, ECO 313, ECO 315, or equivalents.

**BUS 542 Behavior Research in
Organizations (4 Hrs.)**

Research methods which can be applied to analysis of the behavior of individuals and groups within an organizational setting. Focuses on design of research projects, evaluation of published research and requesting research to be carried out by others. Prerequisite: BUS 521, BUS 541.

**BUS 550 Topics in Organizational
Behavior (2 or 4 Hrs.)**

Advanced study of specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 541.

Human Resource Management

**BUS 551 Human Resource
Management (4 Hrs.)**

Operational approach to managing people at work, drawing from behavioral sciences. Builds on concept of reconciliation and integration of worker-organizational interests through supportive situation-oriented leadership by both line and staff managers. Focuses on emerging issues and concepts relating to management of human resources of an organization.

**BUS 553 Labor-Management
Relations (4 Hrs.)**

Behavioral, economic, social and institutional forces which affect quality of union-management relations and objectives. Analysis of relationships at individual work unit level and more complex levels as they interact with each other and influence negotiations, grievances and administration of collective bargaining agreements in work organizations. Prerequisite: BUS 541.

**BUS 560 Topics in Human Resource
Management (2 or 4 Hrs.)**

Advanced study in specific topics, to be announced when offered. May be repeated for an indefinite number of credit hours, but a particular topic may not be repeated for credit. Prerequisite: BUS 551.

**BUS 563 Business Information
Systems (4 Hrs.)**

Provide students with a framework for understanding the structure, development and management of a computer-based information system which can support a wide variety of organization functions and decisions at various levels. Software such as DataBase 111 + (DDB 111 +), LOTUS 1-2-3 and SuperCalc 4 will be used to solve practical problems in business. Prerequisite: BUS 541.

Integrative Courses

**BUS 581 Small Business
Consulting (4 Hrs.)**

Student teams operate as consulting firms to small businesses in the Springfield area. Teams diagnose problems and recommend solutions. Prerequisites: All core.

BUS 583 Business Policy (4 Hrs.)

For business administration students, emphasizing the level of analysis necessary for top management decisions and policy formulation for a firm operating in an uncertain environment. Satisfactory completion meets university graduation requirement of a problem-solving exercise. Not offered during summer term. Prerequisites: All core; expected completion of degree requirements by end of current semester.

BUS 599 Tutorial In Business Administration

Chemistry

B.S. (60 Hrs.)

Faculty — William L. Bloemer, William W. Martz, Gary Trammell

Associated Faculty — Joan Polancic

The chemistry program is designed to prepare students for direct entry into the chemical profession or for further studies in graduate or professional programs. The program is accredited by the American Chemical Society's Committee on Professional Training.

Entrance Requirements

Entrance requirements include a background in science and mathematics equivalent to one year in each of the following: general chemistry, organic chemistry, general physics and calculus. In addition, entering students should have the general competencies normally associated with completion of two years of college. Students with deficiencies may enter the program conditionally but will be required to make up the deficiencies during their first year of study. This extra work may require some students to take more than two years to complete the B.S. degree.

Advising

Students should consult a program faculty member prior to initial registration. If this is not possible, students must contact a program representative at registration. During the first semester at SSU, the program will assist the student in selecting an adviser from among the chemistry faculty.

Communication Skills

The chemistry program has a program for the assessment, development and certification of each student's communication skills. Assessment and a plan for development are included in BIO 301 General Seminar, a required core course for all chemistry majors.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The B.S. in chemistry requires 60 hours of course work distributed as follows. Certification by the American Chemical Society is optional. Students who choose to be certified must take CHE 422 Descriptive Inorganic Chemistry as their program elective.

BIO 301 General Seminar	1 Hr.
CHE 321 Chemical Analysis	3 Hrs.
CHE 322 Laboratory Techniques	1 Hrs.
CHE 400 Undergraduate Research	4 Hrs.
CHE 401,402 Physical Chemistry	6 Hrs.
CHE 403 Integrated Chemistry Laboratory	2 Hrs.
CHE 415 Biochemistry I	4 Hrs.
CHE 421 Instrumental Analysis	4 Hrs.
Chemistry Elective	<u>2-4 Hrs.</u>
	27-29 Hrs.
General Electives	19-21 Hrs.
University Requirements	<u>12 Hrs.</u>
<i>Total</i>	<i>60 Hrs.</i>

Applied Study

Applied study opportunities for students in the chemistry program exist in health-related laboratories, industrial laboratories, environmental agencies or laborato-

ries, state or local government and on legislative staffs. In some instances, a substantial independent research problem may be substituted for the applied study experience.

Chemistry

Course Descriptions

CHE 311 Chemistry of Everyday Life

(4 Hrs.)

Applications of chemistry in living organisms and in society examined in laboratory and lecture settings. Chemical principles studied in relation to health and consumer awareness.

CHE 321 Chemical Analysis

(3 Hrs.)

Introduction to the statistical analysis of laboratory data, method evaluation and quality control. Discussion of kinetic and electrochemical methods of analysis, as well as physical and chemical methods of separation.

CHE 322 Laboratory Techniques

(1 Hr.)

Introduction to basic laboratory techniques and procedures necessary for competent performance. Topics will include laboratory safety, glassware, volumetric and gravimetric measurements, equipment calibration, laboratory mathematics and basic spectrophotometric measurements.

CHE 367 Fundamental Organic Reactions

(4 Hrs.)

Study of organic reactions and structures with application of these principles to biochemistry.

CHE 368 Experimental Organic Chemistry

(2 Hrs.)

Laboratory course cultivating techniques for separation, purification and identification of organic compounds. Application of techniques to illustrative organic preparations.

CHE 400 Undergraduate Research

(1 to 4 Hrs.)

Investigation of a specific problem of interest to the student. Directed and reviewed by a faculty member. May be repeated for credit without limit.

CHE 401 Physical Chemistry I — Thermodynamics

(3 Hrs.)

Development of principles of classical thermodynamics; equations of state; first and second laws and their applications.

CHE 402 Physical Chemistry II

(3 Hrs.)

Examination of thermodynamic considerations which control the position of chemical equilibrium and kinetic factors which govern reaction rates. Discussion of current theories of chemical bonding in ionic and covalent compounds. Emphasis on cor-

relation of experimental data and prediction of structures of chemical compounds. Prerequisite: CHE 401.

CHE 403 Integrated Chemistry Laboratory

(2 Hrs.)

Investigation of chemical systems by physical measurements. Projects will include synthesis and characterization of inorganic and organic compounds using modern chemical techniques. Thermodynamic quantities of these compounds will be determined to elucidate reaction mechanisms. Course is problem-oriented, requiring independent initiative, planning and performance by the student. Prerequisite CHE 402, or concurrent enrollment.

CHE 415 Biochemistry I

(4 Hrs.)

Survey of energy metabolism, structure, biological function and biosynthesis of proteins, enzymes, nucleic acids and other important cellular components. Introduction to biochemical literature. Laboratory includes preparative and analytical techniques. Prerequisite: Organic chemistry.

CHE 416 Biochemistry II

(4 Hrs.)

In-depth studies of selected topics. Biochemical literature utilized extensively. Laboratory involves one-half independent projects and one-half introduction to selected sophisticated biochemical techniques. Prerequisite: CHE 415, or equivalent.

CHE 421 Instrumental Analysis

(4 Hrs.)

Major topics include UV-visible and infrared absorption, fluorescence, atomic absorption, emission methods, mass spectroscopy, radiochemical methods, polarography and coulometric methods.

CHE 422 Descriptive Inorganic Chemistry

(2 Hrs.)

Survey covering bonding, properties and reactions of inorganic compounds. Prerequisite: CHE 402, or concurrent enrollment.

CHE 425 Interpretive Spectroscopy

(3 Hrs.)

Utilization of ultraviolet, infrared, nuclear magnetic resonance and mass spectroscopy to elucidate the structures of organic and inorganic molecules. Students are trained in techniques of sample preparation and in operation of UV, IR, NMR and mass spectrometers. Prerequisite: Organic chemistry, or concurrent enrollment.

CHE 431 Environmental Chemistry

(2 Hrs.)

Use of chemical principles in understanding processes that occur in the environment. Ecological problems of a chemical nature are analyzed. See ENS 447.

CHE 433 Physiological Chemistry

(4 Hrs.)

Physiological biochemistry, with emphasis on metabolic interpretation of normal and altered

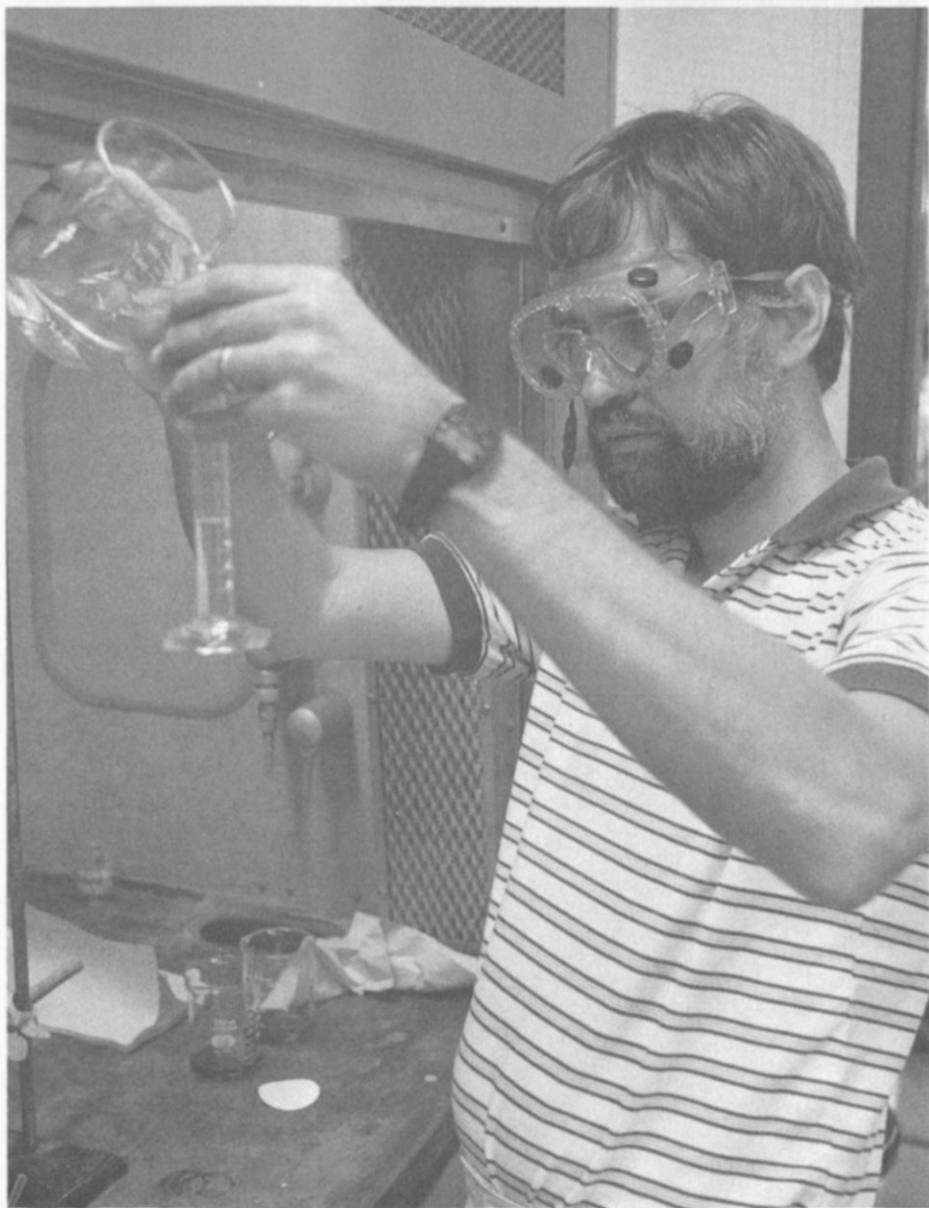
physiologic states of the human organism. Prerequisite: Organic chemistry. Anatomy and physiology recommended.

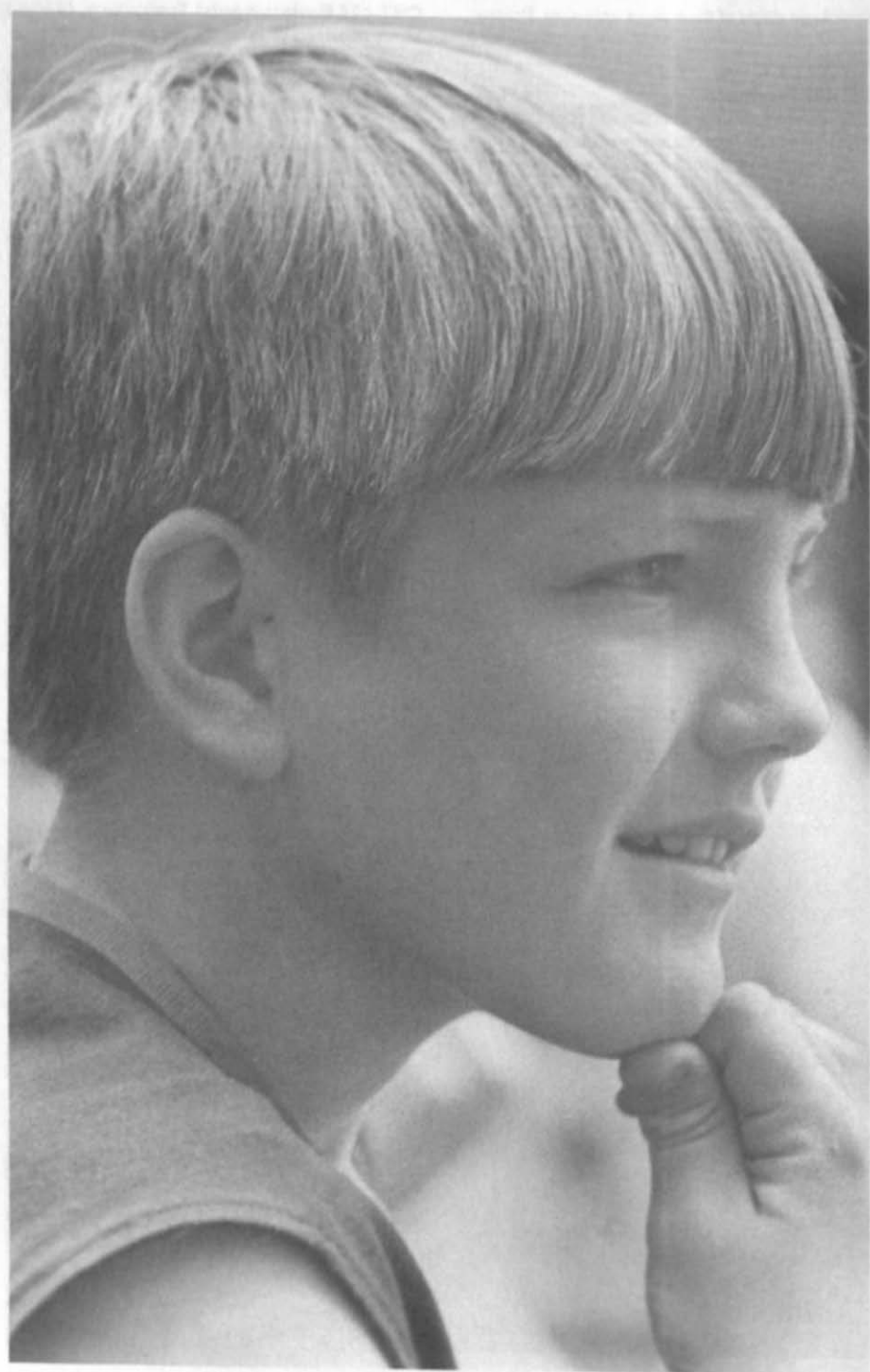
CHE 441 Pharmacology (4 Hrs.)

Study of absorption, metabolism and elimination of drugs by the body. The chemistry of classes of drugs and theories of receptor sites reviewed. Prerequisite: BIO 362, or organic chemistry.

CHE 465 Environmental Toxicology (4 Hrs.)

Study of effects of toxic chemicals on the environment. Included are sources, transport, chemical behavior and toxic mechanisms of environmental pollutants. Prerequisite: Organic chemistry or cell biology. See ENS 448.





Child, Family and Community Services

B.A. (60 Hrs.) M.A. (40 Hrs.)

Faculty — Harry Berman, Caryl Moy, Christopher Narcisse, Michael Townsend, Don Yohe

Adjunct Faculty — Genia Crane, Daniel Detwiler, Carole Neland Esarey

The Bachelor's Degree

The child, family and community services (CFC) program prepares students for professional service with individuals and with community systems, such as child-care programs, social service agencies and schools. Although settings may vary, program faculty believe that generic helping skills are similar.

In addition to professional preparation, students are expected to develop specific values, attitudes, knowledge and skills, especially in the program's core courses. In addition to the core curriculum, students are encouraged to enroll in other university courses that will provide them with as broad an education as possible.

Entrance Requirements

There are no entrance requirements beyond those for admission to the university.

Advising

Immediately upon entering, every student is assigned an adviser from among the CFC faculty.

If the student wishes to change advisers, transfers can be arranged using appropriate forms from the Office of Admissions and Records.

Communication Skills

The university, as well as the CFC program, is concerned about full development of a student's oral and written communication skills. Throughout the core curriculum, students are required to demonstrate the written and verbal communication skills

that are essential in professional practice. Completion of CFC 301 Concepts of Helping satisfies this university requirement. Written language skills screening, is carried out at the beginning of CFC 301. Based on the results of this screening students may be required to take remedial course work to develop writing skills before receiving credit for CFC 301.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

The CFC program requires that students complete an eight hour minimum field work requirement.

Field Work

Integration of the knowledge and skill portions of the program is provided through field work experience. Each student must complete a minimum of eight hours in approved field placements, either in the special advocacy sequence or in traditional social service agencies.

Field placements entail work in community social service agencies and generally require at least one and one-half days each week, including supervision (50 hours of field experience earns one credit hour). A student currently employed in a social service organization may earn a maximum of four hours of field work credit in that

employment situation if some new aspect of service is represented and if the adviser approves.

Up to four credit hours of the field work requirement may be fulfilled by enrolling in CFC 369 and CFC 371, COPE I and II. COPE is a program in which students develop a one-to-one relationship with a troubled young person. A two-semester commitment is required.

Students choose field work placements with the approval of their advisers. They do not enroll in CFC 340 or 350 until they have registered in or have completed CFC 303.

Closure Procedures

Students must file a Graduation Contract with their adviser at the beginning of their final semester. In addition, all students are required to pass college-level state and national constitution exams. *Students are urged to consult with their adviser prior to registration for the last semester to ensure that university and program requirements have been met.*

Program Requirements

For the B.A. degree, a candidate must complete the following requirements:

Core Curriculum

Human Service Skills 20 Hrs.

CFC 301 Concepts of Helping (4 Hrs.)

CFC 303 Helping Skills (4 Hrs.)

CFC 411 Social Research

Methods (4 Hrs.)

CFC 429 Group Dynamics (4 Hrs.)

CFC 472 Ethics for Human Service
 Professionals (4 Hrs.)

Human Behavior and the

Social Environment

4 Hrs.

CFC 406 Human Behavior and
 the Social Environment
 (4 Hrs.)

Social Service Systems

4 Hrs.

CFC 306 The Social Service
 System (4 Hrs.)

Field Work (meets university's

AST requirements) 8 Hrs.

CFC 340 Field Work I (2-6 Hrs.)

(May substitute CFC 369 and
 CFC 371)

CFC 350 Field Work II (2-6 Hrs.)

Electives 20 Hrs.

University Requirements 12 Hrs.

Total 60 Hrs.

For students seeking teacher certification through the TEP sequence, the following course substitutions have been approved: TEP 311 School and Community for CFC 306 The Social Service System; TEP 442 Child Development for CFC 406 Human Behavior and the Social Environment. In addition, because of the extensive experiential learning involved in student teaching, CFC 350 Field Work II (4 Hrs.) is waived for TEP students.

The Master's Degree

The master of arts degree in child, family and community services is designed to provide advanced level professional training for students who already have had undergraduate education and/or experience in the human services.

The objective of the graduate curriculum is to provide all students with a core human services professions education while allowing flexibility for individual areas of study.

Entrance Requirements

Students must have a bachelor's degree with, ideally, a good liberal arts base. A student need not have majored in a human service program, but course work in the human services is helpful. Specific prerequisites are a helping skills/basic interviewing course comparable to CFC 303, a life-span human development course comparable to CFC 406, a professional human service ethics course comparable to CFC 472 and a research methods course comparable to CFC 411. The student's adviser and other appropriate faculty assess all competencies.

The admission process includes review of transcripts, letters of recommendation and admission application. Application materials are available in the CFC program office. Students may complete up to 12 hours of course work without formal admission. Degree candidates must meet prerequisites and admission requirements, and agree on a program of study with an adviser before continuing beyond 12 hours in the curriculum.

Areas of Study

Program majors are required to select an area of study within the field of child, family and community services. A coherent individualized plan of study is chosen in consultation with the academic adviser, and totals at least 16 semester hours. Individual study areas provide program flexibility and help to address the diverse experiences and educational and career goals of individual students.

Some examples of areas of study include social service skills, family studies and social service administration. Recent graduates have also chosen study areas such as child welfare, family policy, and women and the social services. Courses may be from CFC, as well as from other relevant programs, and should be selected with careful advising consultation.

Grading Policy

Graduate students must earn a B or better in all required courses, and a B average in all other courses.

Master's Project

A master's project is required of all graduate majors. This project may focus on a practice issue, a statistical analysis, a social action issue or a social policy review. Guidelines for the project are available from the program upon request.

Internship

The internship is designed to provide an opportunity for students to integrate

knowledge and skills gained in course work with direct practice. A professional training internship consists of intensive work experience in a social service environment, with 100 work hours equal to one internship credit hour.

Students with three years full-time experience in social services may, in consultation with their academic adviser, petition to substitute four hours of regular course work for the internship course. CFC students wishing to qualify for membership in the American Association of Marriage and Family Therapists should register for CFC 588 Family Therapy Practicum rather than CFC 550 Internship.

Program Requirements

The master's program requires 40 hours of graduate-level courses.

Core Requirements

CFC 511 Social Policy/Social Services	4 Hrs.
CFC 512 Psychosocial Dysfunction	4 Hrs.
CFC 513 Social Action and the Helping Professions	4 Hrs.
CFC 520 Master's Project Seminar	4 Hrs.
CFC 550 Internship	4 Hrs.

Area of Study

A combination of courses selected in consultation with the adviser to meet the student's educational and professional goals.	16 Hrs.
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University Requirement

Public Affairs Colloquia	4 Hrs.
Total	40 Hrs.

Examples of Areas of Study*

Social Service Skills

CFC 427 Case Assessment and the Process of Change	4 Hrs.
CFC 429 Group Dynamics	4 Hrs.
CFC 521 Advanced Interviewing and Intervention	4 Hrs.
CFC 567 Sexual Counseling	4 Hrs.
Total	16 Hrs.

Social Service Administration

ADP 504 Public Budgeting	4 Hrs.
CFC 486 Designing Social Services	4 Hrs.
CFC 544 Staff Development and Supervision	4 Hrs.
MGT 489 Managing the Community Organization	4 Hrs.
<i>Total</i>	<i>16 Hrs.</i>

*Family Studies***

CFC 456 Human Sexuality	4 Hrs.
CFC 467 Family Dynamics	4 Hrs.
CFC 552 Child Psychopathology and Therapy	4 Hrs.
CFC 558 Theories of Family Therapy	4 Hrs.
<i>Total</i>	<i>16 Hrs.</i>

*Areas of study are individually planned in consultation with the adviser. These examples illustrate possible plans of study. Additional courses beyond 16 hours may be necessary depending upon the student's professional and educational goals. Appropriate advising will be provided.

**Students who are pursuing or have completed the M.A. degree may qualify for membership in the American Association of Marriage and Family Therapists (AAMFT) by carefully planning an extended individual course of study which builds on courses such as those illustrated for a family studies area. This opportunity would involve additional preparation beyond the M.A. degree. Information and advising are provided through the program.

Child, Family and Community Services

Course Descriptions

Core Courses (Undergraduate)

CFC 301 Concepts of Helping (4 Hrs.)
Development of interpersonal communication with emphasis on skills that facilitate helping and convey empathy. Consideration of alternative kinds of help, qualities of helpers, distinctions between per-

sonal and professional relationships, aspects of relationship building, ethical issues, obstacles and role/value conflicts. Provides a conceptual framework for the follow-up course, CFC 303 Helping Skills. Satisfies the university communication skills requirement.

CFC 303 Helping Skills (4 Hrs.)
Continuation of CFC 301; how to build, maintain, and terminate helping relationships and how to cope with obstacles to effective helping. Behavioral characteristics, effective helping, basic interviewing skills, problem-solving processes, helping strategies and appropriate self-disclosure. Focus is on learning and demonstrating skills. In each session new skills are introduced, modeled and practiced. Prerequisite: CFC 301.

CFC 306 The Social Service System (4 Hrs.)
Relationship between community-provided structures for meeting needs and the societal groups they are designed to serve. Students survey community helping services through observation and classroom experience.

CFC 340 Field Work I (2-6 Hrs.)
Basic program component where student applies class learning to service in approved community agency. Regular supervision and class attendance required. Approximately 50 hours of direct service earns one credit hour. A total of eight semester hours must be earned in CFC 340 and 350. Prerequisite: CFC 303, or concurrent enrollment.

CFC 350 Field Work II (2-6 Hrs.)
Continuation of CFC 340. Seminar attendance required. A total of eight hours must be earned in CFC 340 and 350. Prerequisite: At least two hours in CFC 340.

CFC 406 Human Behavior and the Social Environment (4 Hrs.)
An introduction to biological, psychological and social aspects of development over the life course with emphasis on practice implications.

CFC 411 Social Research Methods (4 Hrs.)
Firsthand experience carrying out small-scale research projects in areas of personal interest: ethics in social research, formulating research questions, survey and experimental design, interviewing, sampling, direct observation, content analysis, evaluation research and critiques of social science methods. See SOA 411.

CFC 429 Group Dynamics (4 Hrs.)
Basic group dynamics such as tasks, composition, and leadership patterns; implications of these principles for group counseling and education.

CFC 472 Ethics for Human Service Professionals (4 Hrs.)
Evaluation of role and attributes of the professional helper. Examines realities of the helping profes-

sions and prepares students for entry into those professions. Generally taken last semester of undergraduate study. Prerequisite: Field work, or concurrent enrollment.

Core Courses (Graduate)

CFC 511 Social Policy/Social Services (4 Hrs.)

In-depth understanding of the U.S. human services system, including historical and current view of the system, concepts of human causes and needs, idealized components of the delivery system, roles and conflicts of the human services professional and overview of required practice skills.

CFC 512 Psychosocial Dysfunction (4 Hrs.)

The three levels in which persons develop problems — intrapsychic, interpersonal or organizational — and the assessment skills needed to determine the reasons for these problems. Presents an initial understanding of how all levels may interact to cause a complicated knot and how a professional might assist in unraveling that knot.

CFC 513 Social Action and the Helping Professions (4 Hrs.)

History and legacy of past social activists and understanding of the relationship between major social problems and individual dysfunctions. Presents ways helping professionals in diverse settings engage in effective social action activities.

CFC 520 Master's Project Seminar (4 Hrs.)

Under faculty supervision students carry out a research or practice project which demonstrates skill at conceptualizing social phenomena, formulating a problem and designing a problem-solving process in the form of an approved project.

CFC 550 Internship (1-4 Hrs.)

Intensive direct service experience in a social service agency. Regular supervision required. Placement is developed with adviser; 100 hours of service earns one credit hour. Course is generally taken for two credit hours. Service time may be concurrent with classes or may be full time.

General Courses (Undergraduate)

CFC 360 Focus Series (2-4 Hrs.)

Series of seminars facilitated by CFC faculty. Subject areas relate to children, families and communities. Each series focuses on a different topic. Open to public. May be repeated for a maximum of four hours, but a particular topic may not be repeated for credit.

CFC 361 Positive Parenting (4 Hrs.)

Exploration of principal issues which parents confront because of themselves, their children or the cultural situation. Primary emphasis is on the issues with some reading and discussion about "how to." Some historical perspective on family life, especially parenting.

CFC 369 COPE I (2 Hrs.)

First-semester advocacy experience in building a relationship with a troubled young person. Includes one and one-half hour team meeting each week. May be applied toward field work requirement.

CFC 371 COPE II (2 Hrs.)

Continuation of advocate relationship above. Includes one and one-half hour team meeting each week. May be applied toward field work requirement. Prerequisite: CFC 369.

General Courses (Undergraduate and Graduate)

All 400-level courses are general courses available at the undergraduate and graduate level. However, additional requirements and higher academic standards are expected of those enrolling for graduate credit. These are determined by the individual professor and monitored by the CFC Program Committee.

CFC 404 Childhood and Adolescence (4 Hrs.)

Bio-psycho-social development from birth through adolescence. Key aspects of human behavior, especially interaction of personal and social issues, as they result in choices.

CFC 405 Adulthood and Aging (4 Hrs.)

Psychology of adult development and aging with emphasis on theories, methodologies and research findings. Special emphasis given to understanding the experience of aging.

CFC 423 Counseling Women (4 Hrs.)

Specialized biological, psychological and social issues which affect women. Exploration of theoretical assumptions, counseling practices and process variables which may apply differently to or affect women in counseling therapy. Identification of skills facilitative to women in general and to particular sub-groups of women. Prerequisite: CFC 303. See HDC 423 and WMS 423.

CFC 424 Working with the Involuntary Client (2 Hrs.)

Agencies, philosophies, skills and input involved in social services for involuntary clients, including effects on workers as well as clients.

CFC 426 Radical Social Work (4 Hrs.)

Social work profession and the system maintenance function of social services in the context of U.S. socio-economic-political structure. Explores alternative strategies open to social workers committed to comprehensive assault on society's major social problems.

CFC 427 Case Assessment and the Process of Change (4 Hrs.)

Skills and information necessary for diagnosis and formulation of a treatment plan; and the philosophy and process of change.

CFC 428 Family Violence (4 Hrs.)

Violence in families and its relation to society. Includes child abuse and neglect, spouse abuse, and abuse and neglect of older persons.

CFC 431 The Unwanted Child (4 Hrs.)

Basic problems of abuse, desertion, neglect; study of typical solutions to these problems. Emphasis on policy issues relating to vulnerable children.

CFC 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families in historical and cross-cultural contexts. Emphasizes varied family forms, work/family roles, political and policy questions and selected public issues such as heterosexuality, inequality and abuse. See SOA 432 and WMS 432.

CFC 438 Children and the Law (4 Hrs.)

Designed for the human services professional who deals with children and their families. Examines laws affecting the lives of children from birth to adulthood.

CFC 446 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform and the impact of the women's rights movement. See SOA 454, HDC 446, LES 446, WMS 446.

CFC 447 Street Work with Adolescents:**Introduction to Community****Outreach Work (4 Hrs.)**

Theories, techniques and models of working with troubled adolescents and their families. Studies ways neighborhood residents can organize and provide leadership for important community activities.

CFC 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes — changing patterns of sexuality, high rate of divorce, shifting kinship relationships — explored historically to understand their present importance. See HIS 454.

CFC 455 Marriage Myths and Models (4 Hrs.)

Roles, communication, and expectations in the marital relationship. Involves reading, couples interviews, film presentations and special projects.

CFC 456 Human Sexuality (4 Hrs.)

Knowledge and values concerning issues of human sexuality, with emphasis on sociological content, personal growth and professional development. Format includes lectures, film presentations and small-group discussions. See HDC 456, SOA 456, and WMS 456.

CFC 467 Family Dynamics (4 Hrs.)

The cultural context of family life, differing individual dynamics, and their influence on relationships and growth.

CFC 481 Social Service**Administration (4 Hrs.)**

Comprehensive introductory course surveying principles, methods and problems encountered by social/human services administrators. Suitable for graduate students and undergraduate seniors majoring in a human service program. Topics include: social service formation and law, policy and boards, system components, administrator tasks and typical problems.

CFC 482 Aging and the Social Services (4 Hrs.)

Process and condition of being aged, along with social services that operate to lessen problems of aging. Evaluation of services, attitudes and policies that inhibit or promote service delivery. See GER 482.

CFC 483 Retirement (4 Hrs.)

Major psychological and social policy issues relating to retirement, including mandatory versus flexible retirement policies, early retirement trends and economics of aging. See GER 412.

CFC 485 Classics of Children's Literature (4 Hrs.)

Books children read before there was a "children's literature," as well as books written for children. Includes a social history of children and the family. See ENG 485.

General Courses (Graduate)**CFC 521 Advanced Interviewing and Intervention (4 Hrs.)**

The helping relationship, with emphasis on skill development. Recommended for students in human services who utilize therapeutic interviewing. Videotaping used. Prerequisite: CFC 303, or equivalent experience.

CFC 522 Helping Professions and the Law (4 Hrs.)

Helping professions and the network of legal regulations and prescriptions. Study of legal responsibility, malpractice, privacy, confidentiality, torts and licensure. Attention to recent changes in the law. See LES 522.

CFC 534 Introduction to Family Therapy (4 Hrs.)

Major techniques of family therapy, with emphasis on integration of theoretical constructs and therapeutic skills. Lecture, demonstration and laboratory learning approaches used. Students analyze a

family system or present a project demonstrating comprehension. See HDC 534.

CFC 544 Staff Development and Supervision (4 Hrs.)

Training in and background understanding of personnel issues, staff development models and principles of direct supervision. See HDC 544 and ADP 513.

CFC 551 Principles and Techniques of Child Therapy (4 Hrs.)

Consideration of recent thinking and research about child therapy. Surveys techniques recommended for treatment of disorders classified as intrapersonal, situational and crisis. Diagnosis of disorders emphasized.

CFC 552 Child Psychopathology and Therapy (4 Hrs.)

Recognition and definition of clinical problems of childhood. Students learn how to disclose clinical results, prescribe treatment approaches and outline theoretical positions based upon research findings.

CFC 556 Play Therapy: Comparative Approaches (4 Hrs.)

Play therapy in treatment of children with severe handicaps, such as transient developmental adjustment difficulties. Examination of divergent theoretical models upon which play therapy is founded.

CFC 558 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models. Students read extensively in one or more approaches and make class presentations. Prerequisite: CFC 534 or HDC 534, or equivalents. See HDC 558.

CFC 559 Advanced Family Therapy (4 Hrs.)

For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems and must be able to articulate at least two major family counseling approaches. Prerequisite: CFC 534 or HDC 434, or equivalent. See HDC 559.

CFC 567 Sexual Counseling (4 Hrs.)

Problems in sexual functioning and some therapeutic methods available for change. Prerequisite: College-level course in human sexuality, or permission of instructor. See HDC 567.

CFC 568 Psychology of Aging (4 Hrs.)

Foundation in psychology of adult development and aging, with emphasis on theories, methodologies and research findings. Focus on cognitive, social, psychological and mental health aspects of aging. See GER 502.

CFC 576 Community Organization: Theory and Models (4 Hrs.)

Sets of organizing tactics that can consistently contribute to successful strategies for social change. Reviews divergent thematic approaches and examines actual case studies to evaluate their validity and effectiveness.

CFC 579 Seminar on Social Change (4 Hrs.)

Historical, theoretical and practical examination of processes intended to create change at the macro-level in society. Contemporary social movements and their ideology are examined as to impact and potential for change in the social order.

CFC 581 Adult Development and Aging (4 Hrs.)

Seminar to discuss recent contributions to the understanding of adult development and aging which draw on psychoanalytic concepts. These include the formation of sexual identity, ego development over the life course, mid-life crisis in men and women, late onset psychopathology and successful aging. Reading and critiquing of original sources emphasized. See GER 581.

CFC 588 Professional Experience: Practicum in Family Therapy (6 Hrs.)

Course focuses upon the use of therapeutic knowledge and skills with families. Successful completion of the course depends upon demonstration of competencies considered essential for the professional building a career in the field of family therapy. Prerequisites: HDC 558 Theories of Family Counseling and HDC 559/CFC 559 Advanced Family Therapy. (HDC majors must also have completed the following counseling courses before enrolling in this course: HDC 501, HDC 502, HDC 503 and HDC 504. Applications should be submitted to the HDC Professional Experience Coordinator prior to the deadline published each semester. An applicant should be familiar with the program policy on professional experience and accreditation and consult with his/her adviser prior to selecting this course. Registration is limited and a waiting list is maintained. This course may be counted toward subsequent certification in AAMFT.) See HDC 588.



Communication

B.A. (60 Hrs.) M.A. (40 Hrs.)

Faculty — Mary Bohlen, J. Michael Duvall, Diane Krider, Michael McHugh, Henry Nicholson, Ray Schroeder, Larry Smith

Associated Faculty — Judy Everson, Bill Miller, Judy Shereikis, Larry Shiner, Miles D. Woken

The communication program is concerned with the exchange of symbolic messages, how that exchange may be hindered or facilitated and how it affects groups and individuals. Courses offer students opportunities to improve their skills in writing, speaking and understanding the messages of others in interpersonal, organizational and public contexts. The courses also provide a detailed understanding of the role of communication in human affairs. To accomplish these goals, the curriculum addresses the theoretical, critical and technical aspects of communication.

The Bachelor's Degree

The undergraduate program in communication has three main objectives: to instruct the student in general communication theory and technology, to provide the student with an opportunity for more intensive study in a specific area of communication and to insure that the communication graduate is capable of applying knowledge of general communication theory and technology to specific social problems. The baccalaureate curriculum covers three topical areas: meaning systems, interpersonal/organizational systems and mass media systems.

Entrance Requirements

Requirements for admission to the program as a candidate for the bachelor of arts degree are identical with general university requirements.

Advising

The program works with new students in planning courses of study. Based on

instructors' assessments of writing ability in required courses, advisers may require advisees to take remedial courses. Generally, advisers assist students in developing personal programs of study and in identifying all necessary requirements.

Credit for Prior Learning

Students with extensive life or work experience in some area of communication may apply for academic credit through credit for prior learning. The communication program awards such credit in each of its three topical areas (meaning systems, interpersonal/organizational systems and mass media systems) through COM 401, COM 431 and COM 451 respectively. Prior learning credit is not awarded for specific program courses. The program will award a maximum of four hours of credit for prior experiential learning in any one topic area and a maximum of 12 hours of such credit to any student.

Credit/No Credit

Communication majors may not take any COM course on a credit/no credit basis.

Course Repetition

Communication courses numbered 491-498 (experimental courses listed only in the course schedule) may be taken for credit more than once provided the course topic is different each time. No more than eight semester hours of credit for COM 499 (tutorials) will be accepted for the degree. All other communication courses may be repeated for grade improvement only once. No communication course may be repeated for additional credit.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

At the bachelor's level, candidates must satisfy general university requirements and also complete 32 hours in communication courses. All undergraduate students are required to complete COM 301 Introduction to Meaning Systems, COM 302 Introduction to Interpersonal/Organizational Systems and COM 303 Introduction to Mass Media Systems; at least 12 hours of course work in one of the program's three topical areas (in addition to COM 301, COM 302, or COM 303); at least 8 additional hours in any other topical area(s); and 16 hours of electives.

Requirements

COM301 Introduction to Meaning Systems	4 Hrs.
COM302 Introduction to Interpersonal/Organizational Systems	4 Hrs.
COM303 Introduction to Mass Media Systems	4 Hrs.
Communication emphasis requirements (primary topical area)	12 Hrs.
Communication distribution requirements (from area(s) other than emphasis)	8 Hrs.
University Requirements	12 Hrs.
Electives (at least eight of which must be other than communication courses)	16 Hrs.
Total	60 Hrs.

Course Offerings

In addition to regular course offerings, the communication program gives students the opportunity to design tutorials for sub-

jects not covered in the curriculum, provided a willing faculty member with expertise agrees to serve as tutorial director.

Cross-listed courses from other programs may be used as part of the 32-hour major; examples appear at the end of the communication course descriptions. No more than eight credit hours of cross-listed courses may be used as part of a student's concentration.

The Master's Degree

The graduate program in communication has two main objectives: to guide students in an intensive exploration of the structure and function of human communication and to educate students in the methods and theory of communication inquiry. The graduate curriculum regularly covers three areas of study: meaning systems, interpersonal/organizational systems and mass media systems.

The graduate program is distinct and separate from the undergraduate program, although 400-level courses are open to both B.A. and M.A. candidates. Graduate students enrolled in 400-level courses should expect more stringent grading standards and more assignments (and perhaps differently structured assignments) than undergraduates enrolled in the same courses.

Entrance Requirements

For admission to the master of arts program, the student must have a bachelor's degree or equivalent. The program reserves the right to require additional course work where deficiencies are indicated.

Advising

Each new graduate student should consult with a faculty adviser prior to initial registration. Advisers help students develop a course of study based on program requirements and on student personal interests.

Advisers typically work with students to plan a graduate course of study based on the students' goals shortly after matriculation.

Credit for Prior Learning

Communication students with extensive life or work experience in some area of communication may apply for academic credit through credit for prior learning. The communication program awards such credit in each of its three topical areas (meaning systems, interpersonal/organizational systems and mass media systems) through COM 401, COM 431 and COM 451 respectively. Prior learning credit is not awarded for specific program courses. The program will award a maximum of four hours of credit for prior experiential learning in any one topic area and a maximum total of 12 hours of such credit to any student.

Grading Policy

No grade below B- in a communication course may be applied toward the degree. Communication courses may not be taken on a credit/no credit basis.

Course Repetition

Communication courses numbered 491-498 and 591-598 (experimental courses listed only in the course schedule) may be taken for credit more than once provided the course topic is different each time. No more than six semester hours of credit for COM 599 (tutorials) will be accepted for the degree. COM 501 Thesis and COM 502 Project may be enrolled in only once. All other communication courses may be repeated for grade improvement only once.

Required Courses

Students must complete program-required courses (COM 501 or 502, COM 504, COM 506) in order to graduate. No waivers are offered. Courses with a 300 number that advisers require of graduate

students as prerequisites will be taken *not for credit* but must be passed with a minimum grade of B-.

Program Requirements

All master's degree candidates at the university are required to complete four semester hours of Public Affairs Colloquia. In addition, all communication M.A. candidates are required to complete at least 36 hours of graduate study in communication including COM 501 Thesis *or* COM 502 Project, COM 504 Introduction to Graduate Study in Communication, COM 506 Research Methods in Communication and at least three 500-level graduate seminars (including at least one in the area of concentration).

Requirements

COM504 Introduction to Graduate Study in Communication	4 Hrs.
COM506 Research Methods in Communication	4 Hrs.
500-level graduate seminars (including at least one in area of concentration)	12 Hrs.
Graduate level COM courses	16 Hrs.
Public Affairs Colloquia	4 Hrs.
COM501 Thesis <i>or</i> COM502 Project	4 Hrs.
<i>Total</i>	<u>40 Hrs.</u>

Additional courses may be required by the adviser, with program approval, in order to meet deficiencies. COM 599 credit may not be used to satisfy the 500-level seminar requirement.

Program policies and guidelines for the thesis or project may be obtained from faculty advisers.

Course Offerings

In addition to regular course offerings, the communication program gives students the opportunity to design tutorials for subjects not covered in the curriculum, pro-

vided a willing faculty member with appropriate expertise agrees to serve as tutorial director.

Courses from other programs may be accepted for the program major; examples are given at the end of the communication course descriptions.

Communication *Course Descriptions*

Required Courses (Undergraduate)

COM 301 Introduction to Meaning Systems (4 Hrs.)
Introduction to the basic literature of semiotics and an examination of how people create meaning with signs and use signs to communicate.

COM 302 Introduction to Interpersonal/Organizational Systems (4 Hrs.)
Fundamental theories and concepts in interpersonal and organizational communication. Specific theories of how humans establish meaning systems and form communication relationships.

COM 303 Introduction to Mass Media Systems (4 Hrs.)
Introduction to mass media, including theory, history and tradition, structure and function, controls on the media, technology, ethical and legal issues and the future.

Required Courses (Graduate)

COM 501 Thesis (4 Hrs.)
Research-based exploration of a topic approved by thesis committee. Students should consult with their adviser during their first semester in residence for program guidelines. Course completion fulfills the university master's project requirement.

COM 502 Project (4 Hrs.)
Production of a major project selected with approval of project committee. Students should consult their adviser during first semester in residence for program guidelines. (Either COM 501 or COM 502 must be completed.)

COM 504 Introduction to Graduate Study in Communication (4 Hrs.)
An examination of the literature with which graduate communication students should be familiar, especially that which explores the nature of theory and the three major divisions of human communication: message creation, transmission and interpretation.

COM 506 Research Methods in Communication (4 Hrs.)
A detailed examination of research methods used in

the communication discipline, including introduction to descriptive and inferential statistics commonly used in communication research. Methods examined included content, network and interaction analysis as well as survey and experimental designs.

Meaning Systems

COM 309 Writing Laboratory (4 Hrs.)
Intensive writing practice with emphasis on the development of organization, vocabulary, sentence structure, brevity, clarity and style. Individual instruction. Weekly writing assignments.

COM 335 Commercials: The Hidden Messages (4 Hrs.)
Television commercials are examined for persuasive strategies and techniques used in reaching targeted audiences. Special attention is given to hidden messages and subconscious appeals.

COM 341 Linguistics (4 Hrs.)
How humans produce and use language, including phonology, syntax, semantics and pragmatics. Comparison with natural and artificial animal languages considered.

COM 342 Broadcasting in American Society (4 Hrs.)
Brief history of broadcasting; non-technical discussion of UHF, VHF, AM, FM and cable transmission-reception, programming trends, commercial and non-commercial broadcasting, regulation and responsibility of broadcasters, impact on society and children's programming.

COM 401 General Communication and Language Theory: Practicum (1-4 Hrs.)
Experiential learning in meaning systems.

COM 404 Media Law (4 Hrs.)
Legal privileges and limitations primarily affecting those who work in the media. Includes examination of free press and fair trial, obscenity, libel, right of privacy, access to the media, access for the media, contempt of court and advertising law. See PAR 404.

COM 412 Language Acquisition (4 Hrs.)
Language acquisition in infants and its development through acquisition of writing at grade-school age. Major focus on comparison of spoken and written communication, as well as on writing readiness of children.

COM 415 Psycholinguistics (4 Hrs.)
Psychology of spoken and written language. Major topics are psychology of language acquisition in children, linguistic competence and performance, biological and social content of language and language as behavior.

COM 417 Sign/Symbol Systems in Communication

(4 Hrs.)

History and development of sign/symbol process that humans use for communication. Oral, written and printed signs/symbols are central concern, but other systems, such as music, architecture and food, also studied.

COM 428 Nonverbal Communication

(4 Hrs.)

How personal symbols (clothes, gesture, etc.) and public symbols (space, time) convey meaning; problems arising from differing interpretations of these symbols.

COM 438 Analyzing Communication Processes

(4 Hrs.)

Analysis techniques as they apply to study of human communication behavior. Discussion and application of knowledge-generating techniques are grounded in real communication situations. Familiarity with methods presented allows students to interpret and criticize communication research studies.

COM 465 Interviewing

(2 or 4 Hrs.)

Interviewing and its various purposes in communication settings. Practical and theoretical approach.

COM 468 Persuasion

(4 Hrs.)

Theories and techniques involving attitudinal and behavioral change. Students analyze historical and current propaganda and persuasion.

COM 511 Semiotics

(4 Hrs.)

The sign is examined as the basic unit in human communication. Primate language included. Readings in Pierce, Morris, Saussure and Eco.

COM 514 History of Communication

(4 Hrs.)

Begins with genesis of language and progresses through alphabet, printing press, electronic communication and computer technology. Taught from primary sources. Examines the impact each stage of major communication development has had and how it has restructured human communication. (Permission of instructor required for undergraduates.)

COM 516 Communication Theory

(4 Hrs.)

In-depth study of current major theories of communication, their differences, their values and their shortcomings.

COM 528 Meaning and Social Structure

(4 Hrs.)

Examination of coding and meaning theories in order to understand similarities and differences in individual interpretation of words, symbols, events and interaction. Includes exploration of connections in language structure, individual thinking and social structure.

Interpersonal/Organizational Systems

(Note: COM 335, COM 428, COM 436, COM 468, COM 516 and COM 528 are also included in this topical area.)

COM 362 Introduction to Public Relations

(4 Hrs.)

Introduction to the theory and methods of public relations. Emphasis on effective written communication, including news releases, broadcast announcements, speeches, reports, letters and newsletter copy. Grammar and journalistic style studied.

COM 367 Public Speaking

(4 Hrs.)

Performance course preparing for formal and informal speaking situations. Argumentation and debate strategies studied for practical application, with some focus on legislative and courtroom dialogue. Videotape facilities used.

COM 421 Interpersonal Communication

(4 Hrs.)

Analysis of communication at the individual level including extended examination of informational, perceptual and prediction processes that lead to successful communication. Includes role and personality as factors that affect the communication process and techniques for improving communication ability. Interpersonal communication theories compared and evaluated.

COM 423 Gender and Communication

(4 Hrs.)

Examines the differences men and women exhibit in communication style, tone, vocabulary, intent and meaning. The causes of these differences and their ramifications will be discussed. Historical and contemporary writings on the subject will be used as a base for interpreting personal observations and experiences.

COM 431 Interpersonal/Organizational Systems: Practicum

(1-4 Hrs.)

Experiential learning in interpersonal/organizational systems.

COM 461 Public Relations Theory and Practice

(4 Hrs.)

Analysis of and practice in the most effective methods for creation and exchange of ideas within private and public organizations. Examination of the theories of public relations and of the media as implementation tools. Prerequisite: COM 362, or permission of instructor.

COM 462 Writing for Public Relations

(4 Hrs.)

Intensive study of the most effective methods for written public relations communication. Students write news releases, broadcast announcements, letters, speeches and newsletter copy, as well as work on grammar and journalistic style. Prerequisite: COM 362, or permission of instructor.

COM 463 Organizational Communication**(4 Hrs.)**

Major communication functions in organizations and person-to-organization relationships. Includes analysis of interaction between organizational structures, message forms and flows, channel effects and personal behavior.

COM 464 Conflict Management**(4 Hrs.)**

Role and effect of conflict on interpersonal, group and organizational relationships and social movements. Theoretical and practical applications seek to foster success in conflict resolution.

COM 562 Public Relations in Organizations**(4 Hrs.)**

Advanced study of public relations in organizations. Examination of problems involved in designing and implementing a public relations campaign with emphasis on communicating within and outside different organizations. Examination of and participation in empirical research on public relations and organizational communication.

COM 567 Public Relations in the Political Arena**(4 Hrs.)**

An examination of public relations techniques and procedures, particularly at the state government level, utilizing resources and professionals from Illinois state political figures' governmental offices. Students will complete intensive research and field work involved in the study of public relations operations in the political arena.

Mass Media Systems

(Note: COM 309, COM 335, COM 342, COM 404 and COM 516 — all described above — also are included in this topical area.)

COM 312 News Gathering and Writing**(4 Hrs.)**

Techniques involved in interviewing, reporting and writing. Weekly in-class news story assignments.

COM 315 Photography I**(4 Hrs.)**

Basic competencies in terminology and operation of 35mm cameras, processing black-and-white film and printmaking. Students assist in formulating photographic philosophy through examination of their own work and works and thoughts of professional photographers. Camera (35mm) with adjustable focus, variable aperture settings, manually operable multiple shutter speeds and "normal" or medium-short focus lens required. Students must purchase own supplies. See ART 315.

COM 344 Radio Production**(4 Hrs.)**

Introduction to theory and techniques used in radio broadcasting. Students will study techniques of recording, editing, microphone placement and announcing. Media theory is applied in various production assignments. Audio techniques learned are applicable to the audio process used in video production.

COM 351 Communication Technologies**(4 Hrs.)**

Present and developing communication technologies and their impact on our lives. Student explore the nature of electronic (computer, video and audio) and print-optical (film) technologies, systems and networks, as well as the future of these systems and technologies in our society.

COM 352 Basic Video Production**(4 Hrs.)**

Theory, techniques and equipment used in video production with emphasis on methods of camera operation and directing techniques through regular production assignments.

COM 366 Broadcast Copywriting**(4 Hrs.)**

Concepts, theories and techniques of writing various types of copy for radio and television. Copywriting skills will be developed through writing advertising copy for the broadcast media. Students will receive a basic orientation to broadcast advertising. Assignments will include commercial continuity, public service announcements, promotional messages and a broadcast campaign. Typing experience is helpful.

COM 403 Feature Article**(4 Hrs.)**

Examination and utilization of feature writing techniques. Weekly feature article assignments. Publication encouraged but not required.

COM 405 Editing**(4 Hrs.)**

Examination of the editing process as it relates to newspapers, magazines, public relations work and other publications. Study of journalistic style, grammar review, concise writing, legal and ethical issues of editing and design fundamentals.

COM 406 Photography II**(4 Hrs.)**

Extension, development and continuation of studies in black-and-white photography. Students should be increasingly able to generate their own ideas about the medium and work toward the production of a personal body of work. Expanded film and print manipulations, including solarization, sandwiched images, collage and hand coloring. Prerequisite: COM 315. Students must purchase own supplies. See ART 406.

COM 436 Publication Design**(4 Hrs.)**

Basic skills and elements of publication design. Includes layout and paste-up skills. Emphasis on aesthetic development. Helpful to those who wish to design and publish posters, brochures and other printed matter. Students must purchase own supplies. See ART 436.

COM 441 Mass Media — Theory and Practice**(2 Hrs.)**

Social effects of the media and how societal changes, in turn, affect the media; new media technologies; and in-depth research study of relationship between media and government. See PAR 441.

COM 442 Broadcast Programming (4 Hrs.)

Theories and techniques of programming strategies used for radio, television and cable. Topics include program formats, network lineups, independent station positioning, methods of audience research and evaluating ratings and shares.

COM 443 Media Ethics (4 Hrs.)

Ethical considerations involved in media practices and procedures. Includes a discussion of media junkies, codes of ethics, privacy considerations, news judgment and audience access. Legal as well as ethical issues examined. See PHI 443.

COM 444 Advanced News Gathering and Writing (4 Hrs.)

In-depth examination of news reporting and writing, including experience with different journalistic "beats" and discussion of media issues. Typing skills required. Prerequisite: COM 312, or equivalent.

COM 445 Journalism for the Electronic Media (4 Hrs.)

Tools and techniques of professional media journalists; news writing and reporting style; and ethical and legal responsibilities. Final paper required. Students write and produce news and documentary pieces.

COM 446 Broadcast Management and Regulation (4 Hrs.)

Basics of broadcast management pertaining to operations, personnel, advertising, sales and promotions. The Federal Communications Commission is studied in regard to its rules, regulations and policies.

COM 448 Media Advertising (4 Hrs.)

Theoretical and creative processes in media advertising. Students receive basic orientation not only to economic aspects of advertising but also to creative processes. Students develop advertising campaigns and write television, radio and press copy.

COM 451 Mass Media Systems: Practicum (1-4 Hrs.)

Experiential learning in mass media systems.

COM 453 Video Production (4 Hrs.)

The development of technical skills as artistic tools through an examination of visualization and sequencing theory. Remote production and editing techniques are explored in actual production situations, along with analysis of the creative processes of videography and lighting. Prerequisite: COM 352.

COM 454 Documentary Production (4 Hrs.)

Aesthetic and creative elements of video production are studied through the history and impact of film and video documentaries. Students will produce their own documentary programs. Prerequisite: COM 453.

COM 455 Instructional Media (4 Hrs.)

Tools and techniques of media production for instructional/classroom purposes. Includes survey of electronic and film formats, including audio, video, still and motion picture films, and computer-aided instruction. Students given opportunity to develop instructional segments using various selected media.

COM 456 Advanced Video Production (4 Hrs.)

An opportunity for the student to show the culmination of his or her skills and thought processes through the development of a major video project. The student will combine the theoretical, technical and creative aspects of video production on an individual basis and provide an analysis of the methods and techniques used. Prerequisite: COM 453 and permission of instructor.

COM 480 Studies in the Art of the Film (4 Hrs.)

In-depth exploration of a particular film genre, the cinema of a nation or the work of a particular director. Topics may be Italian cinema, French cinema, the Western, Orson Welles, Federico Fellini or others. May be repeated for an indefinite number of hours, but topic must differ.

COM 535 Narrative in Fiction and Film (4 Hrs.)

Features common to stories (structure, theme, point of view, character) studied from the perspective of semiotics. Examples drawn from contemporary fiction, history, film, and television, as well as traditional oral culture (myth, religion, folk tale).

COM 541 New Technologies in Electronic Media (4 Hrs.)

Seminar on new and emerging technologies and systems in electronic media: hardware, software and societal impact.

COM 543 Media Aesthetics (4 Hrs.)

A seminar in the basic aesthetic elements and principles of sight, sound and motion in film/ video and their uses for effective communication.

COM 547 Media Issues (4 Hrs.)

An in-depth look at the media, focusing on such contemporary concerns as governmental interference with a free press, the media's responsibility in society, pressures on the media, recent trends in broadcasting print journalism and evaluation of media performance. (Permission of instructor required for undergraduates.)

COM 551 Telecommunications in Education (4 Hrs.)

Educational telecommunications delivery systems and their utilization. Analysis of alternative approaches to meeting objectives in education, business and industry. Evaluation of program materials and learning units incorporating television, radio, telephone, computers and other media. Introduction to instructional design.

Individualized Study

COM 499 Tutorial (1-4 Hrs.)

Specialized instruction; individuals or small groups of students may arrange for special courses on otherwise unavailable topics; subject to availability of instructor.

COM 599 Tutorial (1-4 Hrs.)

Specialized instruction; graduate students may arrange for special courses on otherwise unavailable topics, subject to availability of instructor.

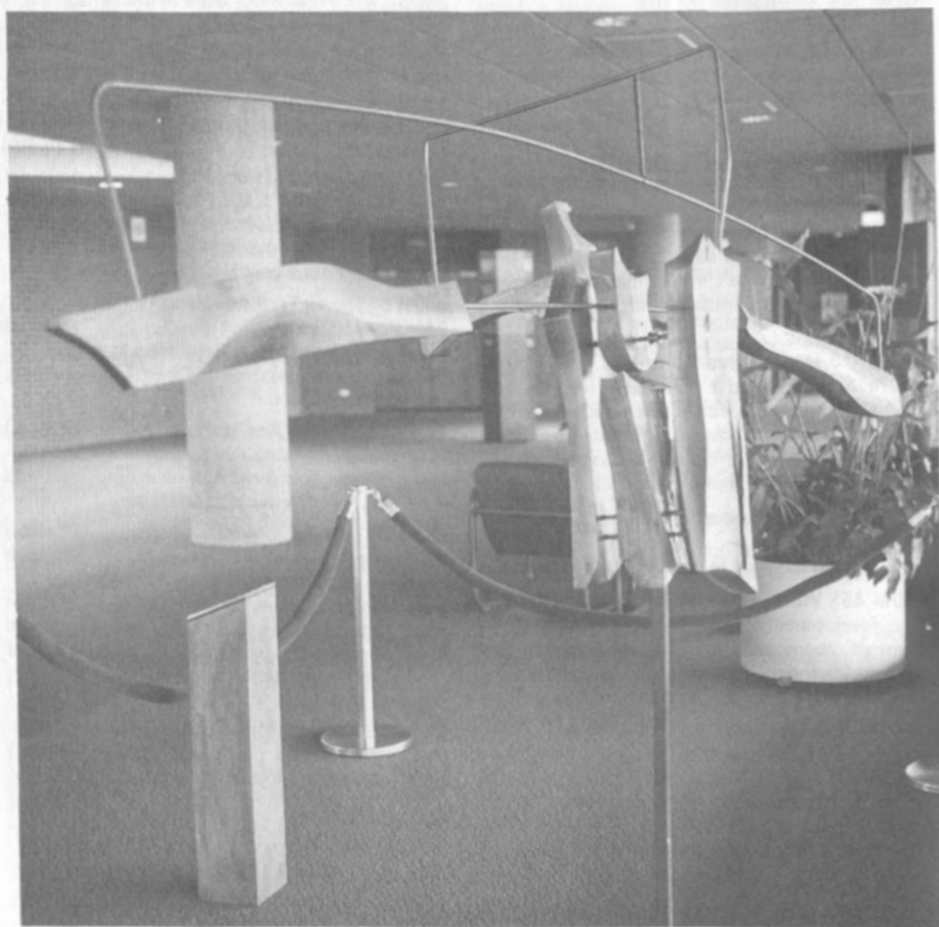
The following courses are accepted for the communication major. Through petition to

the Program Committee, the student and adviser may obtain approval for other courses in the university curriculum.

ENG 465 History of the English Language
ENG 482/PAR 407 The New Journalism and Nonfiction Novel

MGT 461 Managerial Communication in Public Relations

MGT 463 Report Writing for Managers



Community Arts Management

M.A. (50 Hrs.)

Program Faculty — Joan Lolmaugh

Associated Faculty — Ina Robertson, Larry Shiner, Donald F. Stanhope

The community arts management program emphasizes the skills and knowledge appropriate to management of multi-arts organizations such as community and state arts agencies and arts centers. The program is based on the assumption that an arts administrator is one who possesses not only general management and planning skills but also knowledge and skills specifically pertinent to the arts, including awareness of art forms; ability to examine aesthetic issues and make aesthetic decisions; understanding of the similarities and differences between producing and distributing an aesthetic product and an industrial one; familiarity with nonprofit and government management systems; knowledge of strategies for increasing earned income, membership, and volunteer support; and knowledge of funding sources.

Although the program focuses upon management of multi-arts organizations, acquired competencies have also enabled graduates to pursue careers in orchestra, theater, museum and dance company management.

Entrance Requirements

The program prefers that applicants have academic or experiential background in the arts. At least two years' work experience (not necessarily in the arts) is an important consideration for entry to the program. Written, spoken and aural communication skills must also be demonstrated. Enrollment is selective; a maximum of 15 students is admitted each year. Limited enrollment allows each program participant to benefit from continuous individual counseling.

In addition to completing the standard university application forms for admission to graduate study, students desiring admission to the community arts management program need to complete a specific program application process. Directions and forms are available from the community arts management program.

Grading Policy

If balanced by an equal number of hours of A, a maximum of eight hours of C is applicable toward the master's degree. A or B work is required for degree credit in any CAM-prefix course.

Program Requirements

Students should plan to complete the degree program in two full years. The program offers two options.

In the first option, the first three semesters — consisting of course work and local internships — are spent in Springfield. During the fourth semester of the program, students participate in a field experience which may be a full time, ongoing paid position or a position particularly designed for the student. During this semester, guidelines developed by the program describe the monitoring process and the final written report or product.

In the second option, two additional internships and a project paper replace the field experience.

Students are also required to write a masters project paper as part of CAM 574 Research and Masters Project. This paper is also reviewed by a faculty committee established in accordance with university regulations.

Special Program Features

The CAM program has been designed to ensure a balance of theory and practical work experience that stimulates inquiry, self-criticism, learning and growth.

With the counsel and approval of faculty, students choose an arts organization — such as the Illinois State Museum, Springfield Art Association, Springfield Theatre Centre, Springfield Ballet, Springfield Symphony, SSU Auditorium Concert Series, Springfield Area Arts Council, the Illinois Arts Council, or the Missouri Arts Council with which to work eight hours per week. From the inception of their course of study in the program, students have the opportunity to increase their skills, to observe the working dynamics of arts organizations and to compare management experiences within an academic setting.

Course Requirements

To satisfy requirements for the master of arts degree in the three semester resident/one semester field experience format, students must complete the following CAM courses:

CAM486 Legal Aspects of Not-for-Profit Organization Management	2 Hrs.
CAM504 Arts Administration	4 Hrs.
CAM506 Public Policy and the Arts	4 Hrs.
CAM508 Marketing and Fundraising/Nonprofit Organizations	4 Hrs.
CAM521 Internship I	2 Hrs.
CAM571 Field Experience	6 Hrs.
CAM574 Research and Master's Project	4 Hrs.
TOTAL	26 Hrs.

To complete requirements for the master of arts degree in the four-semester residency program, the student must fulfill the same requirements. In place of a field experience,

however, students take two additional internships and develop a project paper.

CAM523 Internship III	2 Hrs.
CAM524 Internship IV	4 Hrs.

All students must also complete the following support courses or demonstrate competency in their subject matter:

ACC 505 Financial Management for Nonprofit Organizations	4 Hrs.
PHI 432 Philosophy of Art*	4 Hrs.
ADP 502 Organization Dynamics	4 Hrs.
Electives	8 Hrs.
University Requirement	
Public Affairs Colloquia	4 Hrs.
TOTAL	50 Hrs.

An additional program requirement is demonstrated knowledge of computers that specifically addresses ways in which computers are applicable to the functioning of arts organizations. For those who do not have such skills MSU 417 Software Packages is recommended.

At the discretion of the program, required and support courses listed may be waived and other courses substituted in consideration of student background and learning needs. Such waivers do not reduce the total number of hours specified by the program.

**Graduate students enrolled in 400-level courses will be required to perform at a higher level than undergraduates.*

Community Arts Management Course Descriptions

CAM 483 Arts and Education (4 Hrs.)
Development, implementation and evaluation of art and education programs. Exploration of aesthetic issues, strategies of teaching and relationship to arts organizations as well as to schools. Designed for teachers, arts administrators and volunteers.

CAM 486 Legal Aspects of Nonprofit Organization Management (2 Hrs.)
Provides a comprehensive overview of the legal

problems typically faced by nonprofit arts organizations. Topics include organization structure, taxation, copyright, employee relations, contracts, lobbying and liability exposures of board and staff. See LES 486.

CAM 504 Arts Administration (4 Hrs.)
Examination of the theory and practice of arts administration as a profession. It stresses the development of skills through case study analysis and the various functions of planning, organizing, staffing, leadership and evaluation.

CAM 506 Public Policy and the Arts (4 Hrs.)
Examination of issues that affect the emergence of public sector arts organizations at the national, regional, state and local level, such as the role of legislation and advocacy in the functioning of contemporary arts organizations.

CAM 508 Marketing and Fundraising/Nonprofit Organizations (4 Hrs.)
Examination of the theories of strategic marketing for nonprofit organizations. Topics include consumer behavior, market segmentation, marketing research, market strategy and planning, distribution and delivery systems, communication strategies, grant/proposal writing.

CAM 521 Internship I (2 Hrs.)
Supervised internship with workshops in professional development.

CAM 522 Internship II (2 Hrs.)
Continuation of CAM 521 with a different arts organization and series of workshops.

CAM 523 Internship III (2 Hrs.)
For students who elect the four semester residency option. Replaces field experience.

CAM 524 Internship IV (4 Hrs.)
Required along with CAM 523 for students who

elect the four semester residency option. Includes a final project and/or written report.

CAM 531 Performing Arts Management (2 Hrs.)

Discussion of presenting the performing arts and facility management with emphasis on using current resource materials. Specific survey of the procedures in presenting the performing arts in multiple settings with emphasis on marketing, ticket office operations, artist relations, contract negotiating, booking arrangements and scaling the house. Overview of backstage concerns, audience comforts, administrative functions and operational models, rentals, promoters, budgeting, staffing and fundraising.

CAM 532 Museum/Art Center Management (2 Hrs.)

Exhibition development, program planning, organization, funding, promotion and general management practice.

CAM 571 Field Experience (6 Hrs.)

Supervised work experience in a professionally managed arts organization. Follows completion of resident course work.

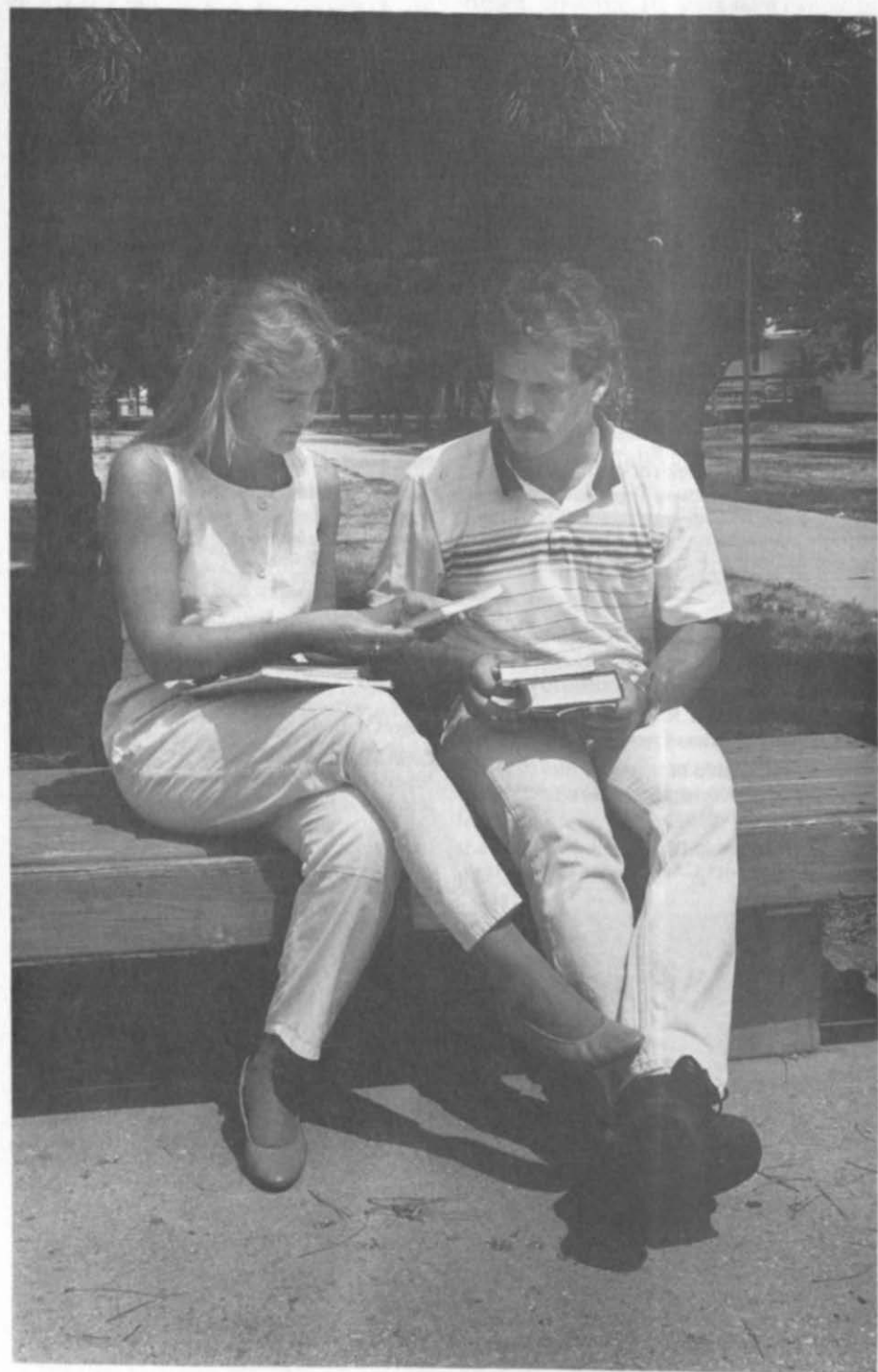
CAM 574 Research and Masters Project (4 Hrs.)

Examination and analysis of appropriate research methodology and program evaluation procedures generally encountered in sponsoring arts research and the development and completion of the masters project.

CAM 590 Directed Study (2-6 Hrs.)

Supervised individual or group project in a specialized area otherwise unavailable.





Computer Science

B.A. (60 Hrs.)

M.A. (in Mathematical Sciences, with a Computer Science Concentration, 32 Hrs.)

Faculty — Richard Brewer, Joseph Ladalla, Rense Lange, Robert C. Meeder, Mary Patton, Larry Stonecipher, Chung-Hsien Sung, Mary Kate Yntema

The Bachelor's Degree

The B.A. in computer science within the mathematical sciences program is oriented toward software (the logic or instructions that control the computer) rather than hardware (the electronics of the machine itself.) The program is most appropriate for candidates interested in design, development and implementation of computer software, including systems to control the computer, applications programs that solve specialized problems and programs to enhance computer usefulness.

Facilities

Sangamon State University features an outstanding variety of interactive and batch-processing computing systems and equipment. There are several student computer laboratories which are open most of the time, including weekends and most vacation days. Students have access to an IBM 3081, a UNISYS 5000/90 and IBM microcomputers.

Students may gain hands-on experience with the MS DOS, IBM-VM-CMS and UNIX operating systems.

Advising

Prior to registering for the first time, the student should discuss an appropriate course of study with a member of the mathematical sciences faculty. After classes begin, students are urged to choose a permanent adviser as soon as possible.

Entrance Requirements

A. Admission to the university.

B. Matriculation into the mathematical sciences program. Matriculation requirements are (1) selection or assignment of a mathematical sciences faculty adviser; (2) two semesters of calculus or a semester of business calculus and MSU 316 Applied Analysis II; (3) ability to program in Pascal (The student who has no experience programming in Pascal may take MSY 371 Introduction to Programming in Pascal.); (4) a semester course in one of the three topics: assembly language programming, linear algebra or calculus-based statistics (Statistics not based on calculus is unacceptable. The student without one of the three courses above, may take one of the following: MSY 311 Linear Systems, MSY 312 Linear Algebra, MSY 323 Statistical Analysis or MSY 373 Assembly Language Programming to fulfill this entrance requirement.); (5) enrollment in MSY 300 Writing Skills; (6) completion of the B.A. matriculation form.

SPECIAL NOTE: Credit hours earned in either of the courses MSU 316 or MSY 371, and any one of MSY 311, MSY 312, MSY 323 or MSY 373 taken to satisfy (4) above may not be counted toward the 60 hours for the degree.

NOTE: Students may begin work toward the degree before matriculation into the program, but the above requirements should be completed as soon as possible. At least 16 hours of the MSY courses needed for graduation must be taken after matriculation.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

The distribution (not specific courses) for an individual student is determined by student and adviser with approval of the mathematical sciences program. The determination must be made before the student completes 30 semester hours of upper division work. The student chooses the specific courses within the agreed upon distribution.

Program Requirements

The requirements for the B.A. in computer science are described here. The courses carry the prefix MSY and are described in the mathematical sciences section of this catalog.

Communication Skills Requirement:

MSY 300 Writing Skills 0 Hrs.

Required Core Courses

MSY 302 Discrete Mathematics 4 Hrs.

Two of the following not taken before matriculation:

MSY 311 Linear Systems

or

MSY 312 Linear Algebra 4 Hrs.

MSY 323 Statistical Analysis 4 Hrs.

MSY 373 Assembly Language Programming 4 Hrs.

Other Required Core Courses

MSY 375 Advanced Programming in Pascal 4 Hrs.

MSY 376 Computer Organization 4 Hrs.

MSY 471 Data Structures and Algorithms

or

MSY 472 Introduction to File Organization & Database 4 Hrs.

MSY 473 Structure of Programming Languages

or

MSY 474 Introduction to Systems Programming & Operating Systems

4 Hrs.

Total MSY

28 Hrs.

Other Requirements

MSY Electives 8 Hrs.

University Requirements 12 Hrs.

General Electives 12 Hrs.

Total Other 32 Hrs.

Total 60 Hrs.

All United States residents must pass the U.S. and Illinois Constitution examination unless they have already completed the test or its equivalent at the collegiate level.

Credit/NoCredit

Required MSY courses and MSY electives must be taken for a letter grade. The credit/no credit option is not acceptable.

Recommended Course Sequence

Students who have satisfied the matriculation requirements are urged to take MSY 375 as soon as possible since it is prerequisite to most other courses. They should also start on the mathematical component of the program (MSY 302, MSY 311, MSY 323). It is wise to balance programming courses and theory courses to make efficient use of time.

Those who have not met the matriculation requirement of Pascal programming must take MSY 371 their first semester and remove any other deficiencies as soon as possible.

General Electives

There are limitations on the use of certain courses for general elective credit. This category of courses includes MSY, MSU and other non-MSY courses which contain significant mathematical or computer-related content. All courses in this category require prior written approval. For procedures, students should consult their advisers. A par-

tial list of these courses is available at the mathematical sciences program office.

Communication Skills

Computer science students satisfy the university communications skills requirement by completing MSY 300 Writing Skills. This course should be taken during the student's first semester at Sangamon State as it is a requirement for matriculation into the program.

Double Major

A double major between computer science and some other area of study can greatly enhance employability. The mathematics-computer science double major is described in the mathematical sciences section of the catalog. Interested students should consult their advisers early

in their work to coordinate their studies.

The Master's Degree

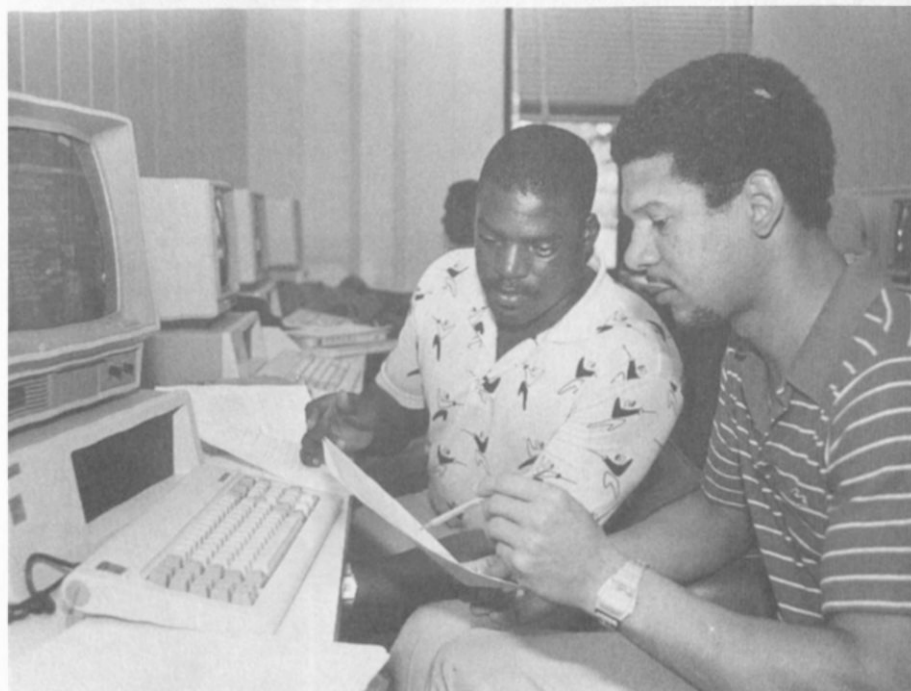
A graduate student may earn a master's degree in mathematical sciences with a concentration in computer science. A full description of the concentration is given in the mathematical sciences section of this catalog.

Entrance Requirements

Graduate students should have completed the equivalent of a B.A. in computer science.

Course Descriptions

The course descriptions are listed in the mathematical sciences section of the catalog.





Economics

B.A. (60 Hrs.) M.A. (40 Hrs.)

Faculty — Michael Ayers, Adil Mouhammed, John Munkirs, Baker Siddiquee

Adjunct Faculty — Roy Wehrle

The Bachelor's Degree

Most human activity involves the use of resources for which there are competing applications. As a result, the tools of economic analysis are essential ingredients in making public and private decisions, and employers in both sectors agree that training in economics is excellent preparation for many of the most challenging jobs available. Recent graduates of the program are currently employed in banking, as commodity brokers, government analysts, insurance adjusters, labor representatives and small business owners. Others have gone on to earn advanced degrees in law, business, finance and public administration, as well as in economics.

The economics program strives to provide students with a solid basis in the theoretical concepts of economics, an understanding of primary quantitative tools and a mix of topical courses which can be blended and molded to their individual career objectives. Of particular interest is the option of developing special competencies in either public finance or private sector finance. Working closely with an adviser, the student may arrange a highly focused curriculum, utilizing courses in economics as well as related disciplines, to prepare for a career in finance.

Entrance Requirements

Students are expected to have completed the basic introductory courses in economics prior to enrollment. Those who have not are required to complete ECO 315 before enrolling in any other program offerings. In addition to a basic understanding of economics, students are expected to possess collegiate-level written and oral

communication skills. Students found to be deficient are required to complete ENG 375 Expository Writing or to develop competency at the university's Learning Center.

Advising

Upon declaring economics as their major, students are automatically assigned to a faculty adviser. First year students should meet with their faculty adviser prior to registration to discuss career objectives and curriculum.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

At the baccalaureate level, 32 hours of course work in economics are required for graduation, including four hours of micro theory, four hours of macro theory, four hours of statistics, four hours of economic history, four hours of quantitative methods and 12 hours of economics electives. These should be taken in the following sequence:

First Semester

ECO 301 Intermediate Microeconomics	4 Hrs.
ECO 313 Statistics for Business and Economics	4 Hrs.

Second Semester

ECO 302 Intermediate Macroeconomics	4 Hrs.
ECO 408 History of Economic Thought, or	

ECO 418 U.S. Economic History 4 Hrs.

Third Semester

ECO 314 Quantitative Methods
for Business and Economics 4 Hrs.
ECO Elective 4 Hrs.

Fourth Semester

ECO Elective 4 Hrs.
ECO Elective 4 Hrs.
4 Hrs.
32 Hrs.

In addition to the program requirements, students must also fulfill the 12 hours of University Requirements and 16 hours of general electives. Students must obtain prior approval of faculty adviser for elective courses.

The Master's Degree

The master's degree curriculum is designed to accommodate students pursuing a terminal degree as well as those who expect to pursue the Ph.D. Emphasis is placed upon understanding theory and the use of quantitative tools within an applied framework. Students preparing for careers in specialized areas (finance, public utilities economics, international economics, economic development, etc.) will need to work closely with an adviser to arrange the proper sequence of courses.

Entrance Requirements

An undergraduate degree in economics is not required for entrance into the M.A. program. Students are required, however, to demonstrate proficiency at the intermediate level in both micro and macro theory and in statistics. This may be accomplished through completion of appropriate undergraduate course work or by proficiency examination. A one-semester course in calculus, or ECO 314, or MSU 315, must be successfully completed prior to admission to the M.A. program.

Advising

Students should establish an advising relationship with one of the program fac-

ulty during the first semester of study. Students may select an adviser or ask the program convener to assign one.

Grading Policy

An overall B average in all economics courses is required for an M.A., with no more than eight hours of C balanced by eight hours of A. A grade of 3.0 or better is required in both graduate theory courses: ECO 501 and 502.

Program Requirements

The master's degree requires completion of 40 hours of credit, including a minimum of 32 hours in economics. Within the program each student must take four required core courses, 12 hours of graduate economics electives and complete a four-hour master's thesis. The required courses are to be taken in the following sequence:

First Semester

ECO 413 Econometrics 4 Hrs.
ECO 506 Mathematical
Economics 4 Hrs.

Second Semester

ECO 501 Advanced
Microeconomics 4 Hrs.

Third Semester

ECO 502 Advanced
Macroeconomics 4 Hrs.

Graduate students who have not previously completed a course in the history of economic thought must also take ECO 408 as one of their economic electives. If a student has completed any of the other required courses or their equivalent at SSU as an undergraduate, graduate economics electives for the same number of credit hours must be substituted.

To qualify as a graduate economics elective, a course must be assigned a 500-level prefix or receive prior program approval. The latter is available only for 400-level courses. Approval is subject to an expanded plan of work, such as a graduate paper and a more stringent grading standard than that required of undergraduates.

In addition, all M.A. candidates must complete ECO 590 Master's Thesis. Students should discuss this project with their adviser as soon as possible.

The remaining eight hours are divided between fulfilling the university four-hour Public Affairs Colloquia requirement and optional electives.

Economics Course Descriptions

ECO 315 Economics for Administration (4 Hrs.)

Essential micro- and macroeconomic concepts as they apply to administrative decisions. Principal theories and analysis of efficient resource allocation are related to economic decisions of individuals, public and private organizations and society. Primarily for students who have had no prior college-level work in economics. *(Not accepted toward satisfaction of economics program requirements.)*

Theory

ECO 301 Intermediate Microeconomics (4 Hrs.)

Consumer behavior, production theory, pricing in different market structures and cost and allocation of resources; introduction to general equilibrium theory and welfare economics.

ECO 302 Intermediate Macroeconomics (4 Hrs.)

Role of government, consumers and business in determination of aggregate income, employment and price level. Primary attention given to development of a model of income determination, with discussion of the model's relation to classical economic theory and its policy and social implication.

ECO 403 Institutional Economics (4 Hrs.)

Evolution, organization and allocation functions of modern industrial economies. Philosophical and theoretical interpretations of the economy in light of contemporary developments in philosophy, economics and social science.

ECO 408 History of Economic Thought (4 Hrs.)

Historical study of the body of knowledge and doctrine designated as "economics." Particular attention to historical and social circumstances from which various concepts evolved and "theory" creation as an art. Prerequisite: ECO 315, or equivalent.

ECO 499 Tutorial in Economics (1-4 Hrs.)

Undergraduate readings and/or research in selected economics topics. Arranged by the student with instructor of choice. May not be substituted for a regularly scheduled class. Also, a particular topic may not be repeated for credit.

ECO 501 Advanced Microeconomics (4 Hrs.)

Optimization techniques as applied to demand, cost and production theory. Other topics include general equilibrium, market structures, capital theory, distribution theory, as well as recent mathematical topics of game theory and input-output. Prerequisites: ECO 301 and ECO 506, or their equivalents.

ECO 502 Advanced Macroeconomics (4 Hrs.)

In-depth study of macroeconomic theory and models of the determination of aggregate income, employment, interest rate and price level. Involves theory from the classical, Keynesian, rational expectations and supply-side perspectives. Prerequisite: ECO 302, or its equivalent. ECO 506 is strongly recommended and may be taken concurrently.

ECO 503 Advanced Institutional Economics (4 Hrs.)

An in-depth analysis of the analytical tools and theories employed in analyzing the production and distribution of goods and services from an evolutionary perspective. Specific emphasis will be placed on current research in the field. Prerequisite: ECO 403, or equivalent.

ECO 599 Tutorial in Economics (1-4 Hrs.)

Graduate readings and/or research in selected topics in economics. May be repeated for additional credit hours, but a particular topic may not be repeated for credit. Arranged by the student with instructor of his/her choice. May not be substituted for a regularly scheduled class.

Quantitative Methods

ECO 313 Statistics for Business and Economics (4 Hrs.)

Methods for collecting, analyzing and interpreting numerical data for the purpose of making better decisions. Includes basic probability theory, analysis of variance, index numbers, seasonal analysis, parametric and nonparametric tests and regression and correlation analysis.

ECO 314 Quantitative Methods for Business and Economics (4 Hrs.)

Matrix algebra, input-output analysis, linear programming and its application to allocation of economic resources and transportation, differentiation and integration of functions of one and several variables, optimization of constrained and unconstrained functions, random variables and their

probability distributions, statistical estimation, test statistical hypotheses, simple and multiple regression, Markov chain, queuing and game model. Prerequisite: ECO 313.

ECO 413 Econometrics (4 Hrs.)

Statistical techniques used to estimate economic relationships — e.g., demand, supply, production, consumption functions. Includes linear regression and the problems of single-equation and multi-equation estimation. Prerequisite: ECO 313 and one semester of business calculus, or equivalents.

ECO 506 Mathematical Economics (4 Hrs.)

Mathematical techniques for economic analysis. Includes calculus, linear algebra and optimization techniques in the context of economic problems and issues. Prerequisites: ECO 301 and ECO 302, one semester of calculus, or equivalents.

ECO 513 Advanced Econometrics (4 Hrs.)

Statistical techniques used in economic modeling and forecasting. Covers simultaneous-equation and time-series estimations. Prerequisite: ECO 413, or equivalent.

ECO 533 Business and Economic Forecasting (2 Hrs.)

Methods for analyzing and forecasting business and economic conditions pertaining to industry and individual firms. Demand and supply functions stressed. Prerequisite: Business economics and statistics, or approved equivalents. See BUS 533.

Economic History and Comparative Systems

ECO 418 U.S. Economic History (4 Hrs.)

Major sources of economic development from colonial era to World War II. Special attention to sectoral contributions: foreign trade, cotton and slavery, government, finance, transportation and industry.

ECO 421 Comparative Economic Systems (4 Hrs.)

Similarities and differences between various economic systems through examination of systems of different countries, including the Soviet Union, China, Yugoslavia and Japan.

Labor Economics

ECO 425 Labor Economics (4 Hrs.)

Application of economic principles to problems in American labor, including employment, unemployment and manpower policies; wage determination and wage policy; development and organization of trade unions in private and public sectors; social legislation; and policy for the labor market as these relate to contemporary social and economic problems.

ECO 426 Political Economy (4 Hrs.)

Analysis of competing theories and models of explanation in political science and economics as they comprise the basis for contemporary policy disputes and alternatives. Emphasis on the crisis tendencies/contradictions of the political economy of the United States and its impact on the rest of the international economic order. See LAR 426.

Money and Finance

ECO 335 Money and Banking (4 Hrs.)

Concentration on principles of banking, with commercial banks and Federal Reserve System as central topics, followed by Monetarist and Keynesian monetary theories and presentation of empirical evidence on effectiveness of monetary policy. Prerequisite: ECO 315, or equivalent.

ECO 437 Securities Markets (2 Hrs.)

Examination of the functional contributions of securities markets to economic activity. Particular reference to the institutions and instruments that facilitate capital formation and economic activity at the national and international level. Prerequisite: ECO 335, or BUS 341.

ECO 438 Futures and Options (2 Hrs.)

Primary examination of the futures and options markets and their contributions to economic activity. Discusses mechanics and use of the markets with particular emphasis on the financial instrument components. Prerequisite: ECO 437.

ECO 535 Advanced Monetary Economics (4 Hrs.)

Advanced exploration of professional literature. Topics include supply of money, demand for money, interest rates and monetary policy. Prerequisite: ECO 335, or equivalent.

International and Developmental Economics

ECO 445 Economic Development (4 Hrs.)

Overview of principal economic problems of the Third World. Some major theories of causes of low income, various applications of economic analysis to specific policy issues and social and political considerations. Limited number of cases presented as illustrations. Prerequisite: ECO 315.

ECO 447 International Trade and Finance (4 Hrs.)

Survey of pure theory of trade: classical trade theory, Heckscher-Ohlin-Samuelson theorem and related topics; international trade and growth; theory of tariffs, protection and customs union; and movement of factors of production. Survey of theory and policy of international finance: exchange rate theories, balance of payments, international financial markets, macroeconomic policy mix for external and internal equilibrium, LDC debt prob-

lem and international cooperation. Prerequisite: ECO 315, or equivalent.

ECO 449 International Business (4 Hrs.)

Designed for graduate and undergraduate students of economics interested in the field of international economics as well as the MBA who wants a specialty in the field of global business. The course covers different approaches to international business, theory of direct foreign investment, multinational enterprises and their strategies in marketing, production, management and finance. The course covers also the cultural aspect of global business and the business-government interactions. Prerequisite: ECO 315.

ECO 547 International Trade (4 Hrs.)

Establishment and examination of the free-trade model, followed by study of real-world impediments to theoretical model, with particular emphasis on problems encountered by United States in the past decade. Prerequisite: ECO 301, or equivalent.

Public Economics

ECO 455 State and Local Finance (4 Hrs.)

Division of expenditures and taxing functions among different levels of government. Taxation theory. Impact of recent changes in the federalism system: federal grant-in-aid programs, state and local government fiscal positions and priority problems and revenue sharing. Emphasis on revenue sharing in historical context and current dimensions. Prerequisite: ECO 315.

ECO 456 Public Finance (4 Hrs.)

Microeconomic analysis of public finance and the role of government in a mixed economy, with attention to public goods theory, cost-benefit analysis and taxation. Examines the economic basis of government and its functions; analyzes alternative government expenditures, regulations and finances, including the Social Security and food stamp programs. Prerequisite: ECO 301 for majors, ECO 315 for non-majors.

Industrial Organization and Public Policy

ECO 461 Industrial Organization (4 Hrs.)

Structure, conduct and performance of American industry. Historical evolution of American industry; alternative industrial systems; anti-trust policies and their alternatives. Technological change and its impact on both industrial performance and conventional economic theory.

ECO 467 Policy Analysis (4 Hrs.)

Survey of how policy questions in business and government can best be analyzed and presented to decisionmakers. Covers knowledge and theories of decisionmaking revolving around the question: Can better policy analysis lead to better decision-making? Each student presents a policy paper.

ECO 474 Environmental Economics (4 Hrs.)

Basic theoretical tools necessary to examine current environmental problems from an economic standpoint. Covers externalities, cost assignment and environmental problems associated with economic growth. Prerequisite: ECO 301, or equivalent. See ENS 421.

ECO 487 National Health Policy (4 Hrs.)

Analytic and descriptive study of national health policy in America in terms of philosophy, history, politics, economics, sociology and administration of health care. Emphasis on social setting in which health policy is made and complex workings of system by which health care is provided. Prerequisite: ECO 315, or equivalent. See HSA 487.

ECO 488 Health Economics (4 Hrs.)

Application of economic theory and analytical tools to problems in the health care sector. Includes concepts and measures of health; determinants of health; cost of illness; concept of demand for medical care; welfare economics of physicians, dentists, drugs and hospital markets; financing health care; and policy issues such as cost containment and national health insurance. Prerequisite: ECO 315, or equivalent. See HSA 488.

ECO 512 Advanced Monetary and Fiscal Policy (4 Hrs.)

Consideration of principles of monetary and fiscal policy, documentation of how policies have been enacted in post-war period and critical examination of relative effectiveness of these policies. Prerequisites: ECO 302 and 335.

ECO 561 Advanced Seminar in Industrial Organization (4 Hrs.)

Detailed analysis of several industries and corporations, with emphasis on data gathering and research techniques. Specific attention to development of multi-national/anational corporations and their impact on the nation/state. Prerequisite: ECO 461, or equivalent.

ECO 590 Master's Thesis (4 Hrs.)

Academic study of student-selected topic that utilizes economic theory and involves both a survey of relevant literature and empirical analysis.



Educational Administration

M.A. (44 Hrs.)

Faculty — B. Douglas Anderson, James Nighswander, Merrill Redemer

Associated Faculty — Larry Shiner

Adjunct Faculty — Eugene M. Daly, Debra Darosa, Rebecca Douglass, Larry Hughes, Mary Loken, Ruth Patton, David Turner

The educational administration program is designed to meet the in-service and professional growth needs of Illinois educators. The curriculum provides an opportunity to obtain the Master of Arts in educational administration, as well as the general supervisory and the general administrative certificates.

Because of the generic nature of most courses, the educational administration program is appropriate for classroom teachers, State Board of Education personnel, central administrative staff and school board members. A wide selection of courses is available to meet varying student needs and interests, while fulfilling degree and/or certification requirements.

Springfield Educational Consortium

The SSU program in educational administration is an integral part of the Springfield Educational Consortium. Comprised of SSU, Western Illinois University, Southern Illinois University-Carbondale and Illinois State University, the consortium coordinates course offerings in educational administration/leadership in the Springfield area, thus broadening the range of courses available to students. Students enrolled in the SSU program are required to complete at least 12 hours of their course work from other universities in the consortium. Graduate degrees are available at the master's, advanced certificate and doctoral levels. The consortium has developed Springfield-

based research and clinical learning opportunities for graduate students at each of the four universities.

Off-Campus Classes

During the fall and spring semesters, ADE courses are regularly offered in Decatur and Jacksonville. SSU is a member of the Millikin University Graduate Study Center together with Eastern Illinois University, Illinois State University and the University of Illinois. Participating institutions coordinate course offerings to avoid duplication and to provide maximum opportunities for students.

Certification

Individuals interested in obtaining supervisory and/or administrative positions in Illinois public schools must be properly certified. General requirements established by the State Teachers' Certification Board include a master's degree, two years of documented successful teaching experience, 30 semester hours of graduate courses divided over four content areas and clinical experiences. Both the general supervisory and general administrative certificates are available in the educational administration program. Detailed information is included in the ADE Student Guide, available from the program office.

Clinical Experiences

Candidates for the general administrative and/or general supervisory certificate are required to include clinical experience in their programs.

Students seeking these certificates are required to complete ADE 526, 527 (see course descriptions below). In addition, clinical experiences are included in a number of ADE school management courses (e.g., Principalship, School Business Management and Personnel Management).

Advising

A student enrolled in the educational administration program is expected to select a faculty adviser no later than the second semester of enrollment. This decision should be documented on the university form provided for this purpose. Assistance in selecting an adviser is available from any member of the ADE faculty. The faculty adviser assists the student in planning his/her program of studies and is also available to provide career counseling.

Grading Policy

Students in educational administration may select a pass-fail or letter-grade option. A passing grade in an ADE course is considered B or above. A failing grade is given for work below that level. The grade of C awarded during the effective period of this catalog will be counted, provided that an equal or greater number of A's are earned in ADE courses. However, no more than eight semester hours of C grades will be accepted.

Master's Project

All educational administration students are required to complete the capstone course, ADE 529 Case Studies.

Students interested in advanced graduate training may elect to do a formal thesis project. Credits earned for a thesis are included in the 44 semester hour requirement. Advance approval by the faculty adviser is required.

Communication and Library Skills

Completion of the required course ADE 505 Introduction to Research satisfies the university communication skills requirement.

Program Requirements

The master's degree requires completion of 44 semester hours, including a minimum of 32 hours of ADE courses and 12 hours of electives. At least four courses or a minimum of 12 credit hours must be taken from the other participating universities in the Springfield Educational Consortium. There are four required courses:

ADE 505 Introduction to Research	4 Hrs.
ADE 509 Organizational Dynamics	4 Hrs.
ADE 511 Curriculum	4 Hrs.
ADE 529 Case Studies in Educational Administration	4 Hrs.

Each student must meet the university requirement of four semester hours of Public Affairs Colloquia as a part of the 44 hours.

Educational Administration Course Descriptions

ADE 500 Thesis (2-8 Hrs.)
Credit awarded upon acceptance of thesis.

ADE 501 Organization and Administration (4 Hrs.)

An introductory course for people considering or starting the masters in educational administration program or seeking supervisory endorsement on a type 10 certificate. Provides an overview of the organization and administration of American public education. Basic concepts will be introduced; policy issues will be considered; administrative skills, behaviors and processes will be explored.

ADE 502 School Finance (4 Hrs.)
Sources of school revenue, analysis of expenditure policies, intergovernmental relationships, introduction to economics of education, trends and issues and other aspects of school finance. Clinical experiences included.

ADE 503 School Law (4 Hrs.)

An examination of the legal aspects of public education, statutory and case law, rights and responsibilities of boards, administrators, teachers and students, legal principles and specific applications.

ADE 504 Politics of Education (4 Hrs.)

Political effects on education at federal, state, county and local levels. Political roles of superintendent, board and special interest groups. Political activities of principals, teachers and community groups; effects of court decisions and legislation. Clinical experiences included.

ADE 505 Introduction to Research (4 Hrs.)

Basic research methods in educational administration. Topics include basic statistics, hypothesis testing, design of experiments and use of research tools available from other disciplines. Should be completed early in the student's program.

ADE 506 Educational Facilities (4 Hrs.)

Facilities planning: population study, educational goals, educational specifications, architect plans, contractor, financing, referendum, legal considerations and school board; involvement of community, faculty, students and administrators; planning site selection, additions, modernizations and renovations; equipment and maintenance and energy conservation. Schools are visited. Laboratory and field-based clinical experiences included.

ADE 508 School/Community Relations (4 Hrs.)

Relationships of schools to communities and citizen involvement in educational issues; development of effective ways for educators to deal with new role of the public; changes in school/community relations practices. Emphasis on effective communication processes. Clinical experiences included.

ADE 509 Organizational Dynamics (4 Hrs.)

Structure and function of an organization as a social system and of individual, group and leadership processes and behavior within it. Clinical experiences included.

ADE 511 Curriculum (4 Hrs.)

Modern curricular theories, practices and development. Sources of knowledge utilized in formulation of elementary and secondary curricular patterns that have emerged in American education. Approaches to curricular study, revision and evaluation. Clinical experiences included.

ADE 512 School Business Management (4 Hrs.)

Local school business management. Includes principles and practices of accounting, budgeting, debt service, insurance, investments, lunch programs, maintenance and operations, purchasing, transportation and other responsibilities of managing school business affairs. Clinical experiences included.

ADE 513 Educational Evaluation (4 Hrs.)

Theory, techniques and application of evaluation as related to policy formulation and decisionmaking in an educational environment. Recommended completion of ADE 505 prior to enrollment.

ADE 514 Collective Bargaining (4 Hrs.)

An examination of the history and impact of collective bargaining in public education, of the changing attitudes and problems and of the collective bargaining process itself.

ADE 515 Computers in Education (4 Hrs.)

Administrative uses of data processing and computers. Application areas in attendance, report cards, scheduling, financial reports, personnel, activity accounts, student records and SPSS.

ADE 519 The Principalship (4 Hrs.)

Competencies, role and responsibilities of the building principal. Elementary, junior high and senior high school principalships studied. Current research, issues and problems considered. Clinical experiences included.

ADE 521 Personnel Management (4 Hrs.)

Personnel function in educational administration, including hypotheses, concepts and practices for resolving human problems in educational systems. Problems of manpower planning, compensation, collective negotiations, personnel information and continuity of personnel services. Clinical experiences included.

ADE 525 Supervision of Instruction (4 Hrs.)

Application of principles of supervision in the instructional setting. Includes current curricular and instructional practices, K-12. Specific goal is improvement of curricular and instructional practice through the supervisory role.

ADE 526, 527 Supervised Clinical Experience (2 Hrs. each)

Sequence of on-site practical experiences provides student with opportunities to work with administrative practitioners in the educational enterprise. These planned and supervised experiences must be worked out among the faculty coordinator, on-site supervisor and student. Designed to be taken in consecutive semesters; required of students seeking general supervisory or general administrative certificates.

ADE 529 Case Studies in Educational Administration (4 Hrs.)

Integrative course utilizing case analyses of theoretical and applied aspects of educational administration. Student's particular area of interest is the focus of a required project. Prerequisites for master's degree candidates: Successful completion of 16 hours of ADE courses plus ADE 505 and ADE 509, or approved equivalents. Must be taken in last portion of the student's program. However, non-degree students or candidates for the general

administrative and/or general supervisory certificate may elect to take this course without prerequisites. Clinical experiences included.

ADE 531 The Organization and Administration of Special Education (2 Hrs.)

Philosophy, development, legislation and current status of Illinois special education. Emphasis on cooperatives and their management including budget, personnel and governing boards.

ADE 532 Current Issues and Problems in the Administration of Special Education (2 Hrs.)

Current issues confronted by directors, such as new state and federal legislation, new state policies and regulations and P.L. 94-142 implementation. Staff recruitment, in-service and personnel evaluation considered; effective governing board policies and relations examined.

ADE 533 The Organization and Administration of Vocational/Technical Education (2 Hrs.)

Philosophy, development, legislation and current status of Illinois vocational/technical education.

Emphasis on cooperatives and their management, including budget, personnel and governing boards.

ADE 534 Current Issues and Problems in the Administration of Vocational/Technical Education (2 Hrs.)

Current issues confronted by directors, such as new state and federal legislation, new state policies and regulations and program evaluation. Staff recruitment, in-service and personnel evaluation considered; effective governing board policies and relations examined.

ADE 535 Philosophy of Education (4 Hrs.)

Major philosophical views of aims and processes of education. Consideration given to educational ideas of such thinkers as Plato, Augustine, Rousseau and Dewey, as well as to assumptions underlying current reform proposals. See PHI 535.

ADE 590 Independent Research and Study (1-4 Hrs.)

Supervised investigation into specific topic or research project selected by student with faculty approval. May include library or field work. Offered each term.



English

B.A. (60 Hrs.) M.A. (36-44 Hrs.)

Faculty — Dennis Camp, Judith Everson, Norman Hinton, Jacqueline Jackson, John Knoepfle, Michael Lennon, Charles Schweighauser, Richard Shereikis

Associated Faculty — Judy Shereikis

Degree candidates in the English program may develop one of several concentrations, selecting courses which suit individual needs and interests. An English major may pursue a conventional degree in English or American literature, or may develop a personalized and less traditional course of study. The program regularly offers classes which cover specific literary periods, genres, figures and themes; but other options are available. For example, students may wish to select courses especially helpful to classroom teachers. Students interested in careers in writing and editing may take specific writing courses offered by the English program and by other university programs. Courses in expository writing, journalism, feature writing and creative writing (novel, poetry, short story) are offered on a regular basis, along with classes on layout and publication design. Students who focus on writing and editing may also wish to take basic courses in other programs in order to study current issues and problems in fields which generate publications of various kinds (e.g., environmental studies, political studies and economics). Students interested in teaching English at the secondary level may seek Illinois state teacher certification. Students may obtain information on requirements for this certificate from the teacher education program.

The Bachelor's Degree

Entrance Requirements

The B.A. program is open to any student who qualifies for admission to the university.

Advising

Because the English program offers a wide range of courses with relative freedom from requirements and prerequisites, undergraduate majors are encouraged to select advisers as soon as possible. Chosen from among program faculty, advisers assist students in developing appropriate and individualized courses of study. If an adviser is not chosen, one will be assigned. *Students should consult with advisers regularly and especially before enrolling for their last semester of study.*

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The undergraduate student must complete 30 semester hours of English program courses. ENG 311 Literary Study and Research is required of all undergraduate program majors and is offered each fall. Students are urged to take this course early in their study at Sangamon State. A student wishing to waive ENG 311 must petition the program committee for waiver approval. While juniors are normally expected to enroll in courses at the 300- or 400-level, seniors may petition individual instructors for admission into select 500-level English courses.

In addition to satisfying general university requirements for the B.A. degree, candidates in English are expected to develop research, writing, analytical and interpretive skills. All English courses provide opportunities for acquiring and refining these skills. Students judged deficient in written communication skills will be required to complete certain designated writing courses, such as ENG 375 Expository Writing. Completion of ENG 311 satisfies the university's communication skills requirement.

Program Requirements

ENG 311 Literary Study and Research	4 Hrs.
At least one course ending in 00-29 (English Literature)	4 Hrs.
At least one course ending in 30-49 (American Literature)	4 Hrs.
At least one course ending in 50-89 (Writing and other courses)	4 Hrs.
ENG electives	14 Hrs.
<i>Total ENG hours</i>	<i>30 Hrs.</i>

University Requirements

General electives (8 hours of which must be in areas distinctly outside English)	18 Hrs.
<i>Total</i>	<i>60 Hrs.</i>

Applied Study

In consultation with their adviser, English majors may select from a variety of challenging Applied Study Term (AST) experiences. Students who wish to become English teachers at the elementary, middle-school, or secondary level should enroll in the university's teacher education sequence and take student teaching as an AST. Students interested in writing and editing careers may work with local agencies and publications and gain firsthand experience with various phases of production. Students who wish to engage in an extended creative writing project may offer evidence of such writing in satisfaction of AST requirements. Students may also prepare for positions in literary site preservation at such

locations as the Vachel Lindsay home in Springfield and the Edgar Lee Masters home in Petersburg. Students who choose to work as librarians upon graduation may design AST experiences at an area library.

The Master's Degree

Entrance Requirements

Students with baccalaureate degrees in English from an accredited college or university are normally accepted into the M.A. program after an examination of their transcripts by the English Graduate Committee. If the committee requires further evidence of competency, the student may be admitted on a probationary basis, pending an interview with the committee and/or successful completion of eight hours of course work at the graduate (400-500) level in the English program at Sangamon State.

Applications for admission into the English M.A. program should include complete transcripts, GRE scores in both the General and Subject examinations, and two letters of recommendation. For timely consideration, applicants for the fall term should apply by the previous March 1. They will be notified by April 15. Applicants for spring admission should submit the same materials by September 15, for notification by November 1. Further information about admission requirements can be obtained by writing or calling the English program office at 217/786-6778.

Applicants with undergraduate degrees in fields other than English must take at least eight hours of program course work prior to matriculation at the graduate level, unless a waiver petition is approved by the English Graduate Committee. Students must gain the endorsement of the two full-time faculty who taught the completed courses. Those faculty members report their estimates of the student's potential for success in the program, and the graduate committee then makes a decision regarding matriculation into the English program.

Advising

Because the English program offers a wide range of courses, the graduate major is encouraged to select an adviser as soon as possible. Chosen from among program faculty, advisers assist students in developing appropriate and individualized courses of study. If an adviser is not chosen, one will be assigned. *All students should consult their adviser before enrolling for their last semester of study.*

Grading Policy

Courses in which English students have earned a grade of C or below are not accepted toward the M.A. degree in English.

Course Numbering

Graduate students should complete at least 16 hours at the 500-level in the English program. In addition, graduate students taking 400-level courses are asked to do extra work, such as a critical paper, oral reports, or additional reading in primary and secondary sources.

Communication Skills

Completion of ENG 572 Graduate Colloquium satisfies university communication skills requirements. In exceptional cases where the program committee waives ENG 572, students must make alternate arrangements with the committee in order to fulfill the communication skills requirement.

Program Requirements

ENG 572	4 Hrs.
ENG electives (see below)	28-36 Hrs.
(at least 12 Hrs. must be at the 500-level)	
Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<i>36-44 Hrs.</i>

Students should work closely with their adviser to insure that graduate course work does not duplicate undergraduate work. All M.A. candidates are required to take ENG 572 Graduate Colloquium and should do so

as early as possible in their academic careers. The colloquium, offered each fall, introduces the master's candidate to graduate study in English, as well as to the program and its faculty, to university and community facilities, to basic literary concepts and terminology, and to opportunities in the profession. ENG 572 may be waived only by a majority vote of the program committee.

All M.A. candidates in English must complete at least four 500-level courses, including ENG 572. In addition, students must take 1) at least one course which covers a major literary period in English or American literature; 2) at least one course that focuses on a major literary figure; and 3) at least one course that deals with a major literary type (novel, short story, poetry, drama).

As a closure requirement, students may write a traditional master's thesis which must be approved by their graduate committee. In lieu of the thesis, students may choose to refine an extended paper submitted in conjunction with a 500-level course. The revision of the paper must be agreed upon by the student, the adviser, the instructor of the course and the closure committee, which will read and approve the final product. Creative writing students may substitute original work, again with the approval of the adviser, the instructor of the course, and the closure committee.

All non-thesis students must also complete the closure examination, a three-hour examination covering an important literary work and the significant critical and bibliographical information related to that work. Each academic year, the program graduate committee selects three literary works as the basis for this closure examination and prospective graduates choose one of the works as the basis for their exams. Students should contact their adviser to learn which titles have been chosen in a given year.

English

Course Descriptions

ENG 311 Literary Study and Research (4 Hrs.)

For undergraduate majors early in their study. Includes basic bibliographical tools and critical perspectives on the study of literature and major issues and controversies in the profession. Offered once each year; various members of the English faculty may contribute.

ENG 375 Expository Writing (4 Hrs.)

Individualized instruction in writing nonfiction. Satisfies university's communication skills requirement for several academic programs.

ENG 400 Major Figures in English Literature to 1700 (4 Hrs.)

Major authors such as Chaucer, Shakespeare, Donne and Milton. Students may earn credit in several sections of 400, but they must study different figures in each section.

ENG 401 The Canterbury Tales (4 Hrs.)

Canterbury Tales, high medieval culture and the social history of England in the period.

ENG 402 Medieval Literature in Translation (4 Hrs.)

Major types and themes of literature which form the strengths of medieval literary culture.

ENG 404 Elizabethan-Jacobean Drama (4 Hrs.)

Shakespeare's contemporaries, including plays by Marlowe, Jonson, Dekker, Webster and Ford.

ENG 408 Renaissance Literature (4 Hrs.)

Nondramatic literature of England in the 1500s. Works of various important continental writers are read in translation.

ENG 409 17th-Century English Literature (4 Hrs.)

Prose and poetry of England in the 1600s, including Donne, Bacon, Milton, Bunyan and Dryden. Special emphasis on the American emigrations and on the evolution of science.

ENG 410 Major Figures in English Literature: 1700 to 1900 (4 Hrs.)

Major authors such as Pope, Blake, Wordsworth and Dickens. Students may earn credit in several sections of 410, but they must study different figures in each section.

ENG 411 The English Novel from Defoe to Austen (4 Hrs.)

Major novelists of the 18th and early 19th centuries, including Defoe, Richardson, Fielding, Sterne, Smollett and Austen.

ENG 412 18th-Century English Literature (4 Hrs.)

Prose and poetry of England in the 1700s, including Pope, Swift, Johnson and Goldsmith. Special emphasis on the Industrial Revolution.

ENG 413 The English Romantics (4 Hrs.)

Major figures from the English Romantic period (1789-1832), including Blake, Wordsworth, Coleridge, Byron, Shelley and Keats.

ENG 414 Poetry and Prose of the Victorian Age (4 Hrs.)

Major poets and prose writers of 19th-century England, including Carlyle, Tennyson, Browning, Arnold and Mill.

ENG 415 The English Novel from Dickens to Hardy (4 Hrs.)

Major novelists of 19th-century England, including Dickens, Thackeray, Eliot, Meredith and Hardy.

ENG 420 Major Figures in English Literature since 1900 (4 Hrs.)

Major authors such as Conrad, Lawrence and Joyce. Students may earn credit in several sections of 420, but they must study different figures in each section.

ENG 421 Modern British Literature (4 Hrs.)

English literature from the end of the 19th century to 1950, including Shaw, Wells, Lawrence, Joyce, Auden and Greene.

ENG 422 Contemporary British Literature (4 Hrs.)

English literature from 1950 to present, including Amis, Thomas, Larkin, Wain, Beckett and Hughes.

ENG 430 Major Figures in American Literature to 1900 (4 Hrs.)

Major authors such as Whitman, Twain, Melville and Hawthorne. Students may earn credit in several sections of 430, but they must study different figures in each section.

ENG 431 The American Novel from Brockden Brown to Henry James (4 Hrs.)

Major American novelists of the 19th century, including Brown, Cooper, Hawthorne, Melville, Crane and James.

ENG 435 American Renaissance (4 Hrs.)

American literature from 1835 to about 1870, including works by Emerson, Thoreau, Hawthorne, Melville, Poe and Whitman.

ENG 436 The American Novel, 1865-1915 (4 Hrs.)

Novels by such writers as Stephen Crane, Theodore Dreiser, Henry James, Mark Twain and Edith Wharton.

ENG 439 Thoreau and Frost (4 Hrs.)

Works of Thoreau and Frost, with comparative emphasis on 19th- and 20th-century views of nature and humankind.

ENG 440 Major Figures in American Literature since 1900 (4 Hrs.)

Major authors such as Frost, Hemingway, Faulkner and Mailer. Students may earn credit in several sections of 440, but they must study different figures in each section.

ENG 441 Literature Between the Wars (4 Hrs.)

Fiction of major American writers from 1919 to 1939, including Anderson, Lewis, Wolfe, Fitzgerald, Hemingway, Steinbeck, Dos Passos and Faulkner.

ENG 442 Modern American Novel (4 Hrs.)

Major post-war novelists, including Bellow, Ellison, Malamud and Wright.

ENG 443 Contemporary American Poetry (4 Hrs.)

Present scene in American poetry, including works by John Logan, James Wright, Robert Lowell, Robert Creeley, Allen Ginsberg and John Ashberry.

ENG 445 The Midwestern Novel (4 Hrs.)

Selected novels which illuminate rural, town and urban experience in the Midwest, including works by Howe, Cather, Lewis, Anderson, Farrell and Bellow.

ENG 450 Major Figures in European Literature (4 Hrs.)

Major authors such as Cervantes, Tolstoy, Dostoevski, Goethe, Proust. Students may earn credit in several sections of 450, but they must study different figures in each section.

ENG 455 Literature and the Bible (4 Hrs.)

Biblical literature and its influence on English and American writers.

ENG 458 Classical Greek Theater (4 Hrs.)

Greek theater in the Fifth Century B.C., including Aeschylus, Sophocles, Euripides and Aristophanes. Particular attention to their influence on later dramatists, such as Shakespeare.

ENG 459 Greek Mythology and Literature (4 Hrs.)

Classical authors such as Homer, Hesiod, Pindar, Aeschylus, Sophocles and Euripides. Particular emphasis on their influence on later writers such as Ovid, Dante and John Updike.

ENG 460 Themes in Literature (4 Hrs.)

How literary works express such themes as the American Dream, futurism, industrialism, minority experiences and women's roles. Students may earn credit in several sections of 460, but they must study different themes in each section.

ENG 461 Major Women Writers (4 Hrs.)

Novels by such major female authors as Austen, Bronte, Eliot, Woolf and Lessing. See WMS 461.

ENG 465 History of the English Language (4 Hrs.)

Development of the sounds, vocabulary and structure of English from earliest time to the present. Special attention given to American English and to dialects of Illinois.

ENG 470 Creative Writing (4 Hrs.)

Instruction in writing original poetry, novels and short stories. Students may earn credit in several sections of 470, but the focus of each section must be distinct.

ENG 471 Perceptual Writing (4 Hrs.)

Creative writing to increase personal awareness of worlds within and without and to stimulate expression of this awareness in words. A central concern is what encourages creativity, making the course valuable for those who live or work with children.

ENG 472 The Personal Journal (4 Hrs.)

Creative writing course with a reading component of personal journals, including works by Pepys, Boswell, Emerson, Anais Nin, Anne Frank and Maggie Owen. Students keep their own personal journals.

ENG 474 Writing Autobiography (4 Hrs.)

Students shape the materials of their own lives into full or partial autobiographies. Writing is primary, but published autobiographies are also read.

ENG 475 Writing Essays and Reviews (4 Hrs.)

Practice in writing essays, reviews and other forms of short non-fiction, using current periodicals as models and guides.

ENG 480 Literary Genres (4 Hrs.)

Genres such as science fiction, film, drama and lyric poetry. Students may earn credit in several sections of 480, but they must study a different genre in each section.

ENG 481 Fantasy (4 Hrs.)

Reality and fantasy in such authors as Lewis Carroll, George MacDonald, C.S. Lewis, J.R.R. Tolkien, Charles Williams and Ursula LeGuin.

ENG 482 The New Journalism and Nonfiction Novel (4 Hrs.)

Best contemporary works of nonfiction, including narratives of Mailer, Capote, Didion, Doctorow, Haley, Hunter Thompson and Tom Wolfe. Selected examples of the New Journalism also discussed. See PAR 407.

ENG 483 Women and the Mystery Novel (4 Hrs.)

The popular fiction genre, with special emphasis on women writers, including Sayers, Christie, Marsh, Cross and James. See WMS 483.

ENG 485 Classics of Children's Literature (4 Hrs.)

Books children read from times when there was no "children's literature," up to modern books written with children in mind. Course encompasses both literature and a social history of children and the family. See CFC 485.

ENG 500 Seminar: Major Figures in English Literature to 1700 (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 500 but they must study different figures in each section.

ENG 510 Seminar: Major Figures in English Literature: 1700-1900 (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 510, but they must study different figures in each section.

ENG 520 Seminar: Major Figures in English Literature since 1900 (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 520, but they must study different figures in each section.

ENG 540 Seminar: Major Figures in American Literature (4 Hrs.)

One or two major authors, including significant scholarly research. Students may earn credit in more than one section of 540, but they must study different figures in each section.

ENG 550 Seminar: Major Figures in European Literature (4 Hrs.)

One or more authors, including significant scholarly research. Students may earn credit in more than one section of 550, but they must study different figures in each section.

ENG 570 Advanced Creative Writing (4 Hrs.)

Advanced instruction in writing original poetry,

novels and short stories. Students may earn credit in several sections of 570, but the focus of each section must be distinct.

ENG 572 The Graduate Colloquium (4 Hrs.)

Introduction to graduate study in literature, well as to the program and its faculty, to university and community facilities, to basic literary concepts and terminology and to opportunities in the profession.

ENG 580 Seminar: Literary Genres (4 Hrs.)

Genres such as creative nonfiction, science fiction, film, drama and lyric poetry, with special emphasis on significant scholarly research. Students may earn credit in more than one section of 580, but they must study a different genre in each section.

ENG 589 Thesis (4 Hrs.)

Students who choose to write a graduate thesis may earn a maximum of four hours toward their degrees.

The following courses are accepted for the program major. Normally, no more than two may apply to the English requirement.

COM 417 Sign/Symbol Systems in Communications

COM 511 Semiotics

COM 535 Narrative in Fiction and Film

ENS 477 Expressions of American Naturalism

HIS 404 The American Midwest: A Cultural and Historical View

LES 456 Law and Literature

Students may petition the program to accept other potentially applicable courses not listed here toward their major in English.

Environmental Studies

M.A. (48 Hrs.)

Faculty — Alexander J. Casella, Edward L. Hawes, Malcolm P. Levin, Charles Schweighauser, Luther Skelton, William D. Warren

Associated Faculty — Gary Butler, Jeanne-Marie Col, Phillip Gregg, Randolph Kucera, William Martz, Robert McGregor, John Munkirs, Gary Trammell, Pinky Wasenberg, Peter Wenz

Adjunct Faculty — David Buckner, Thomas F. Long

The goal of the environmental studies program is to enhance society's ability to create an environmentally acceptable future. Program faculty with diverse backgrounds in the social and natural sciences and in the humanities are committed to developing interdisciplinary approaches to environmental problem solving. The primary objective is to educate citizens and professionals who are aware of environmental issues, their origins, causes, effects and resolutions.

The curriculum is designed in order for students to gain an understanding of ways to balance social and economic needs with environmental realities, learn how to use resources imaginatively for sustained yields and become aware of the role of values in issue formulation and policy making. Objectives to be reached are (1) understanding key environmental problems; (2) enhanced awareness of human dependence on the environment; (3) knowledge of historical roots of environmental problems and impact of human activities over time; (4) skill in stating issues in environmental policies and actions; (5) basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental affairs; and (6) ability to evaluate short- and long-term solutions to environmental problems.

Undergraduate Course of Study

The environmental studies program

provides course work for those undergraduates who wish to acquire a basic environmental background. This work is especially valuable for students who desire to investigate environmental issues and perspectives to complement their major and/or who wish to prepare for graduate work in an environmental or related field. For these students, the program recommends the following courses: *ENS 351* Introduction to Environmental Studies (4 Hrs.) and *ENS 446* Concepts of Ecology (4 Hrs.) (Biology majors may substitute BIO 371 Principles of Ecology). Additionally, a wide variety of 400-level courses provides suitable educational experiences for students who wish to expand their environmental knowledge and awareness. Program faculty welcome the opportunity to advise undergraduates on environmental careers and on options for graduate studies.

Environmental Studies M.A.

The principal emphasis of the M.A. degree in environmental studies is on professional education. There are two major concentrations: environmental administration and environmental planning. In addition, the curriculum permits individualized courses of study for students who wish to develop a graduate specialty. The program is designed for those persons who intend to enter the job market for the first time, as well as for mid-career professionals.

Faculty believe that decisions affecting human and natural environments require professionals who can understand environmental problems in depth, who have the technical expertise to explore possible solutions and who can plan and execute responsive action programs. Program M.A. candidates are asked to compare and to evaluate data and concepts and to synthesize them using comprehensive systems approaches.

The administration concentration provides skills required for developing policies and for administering laws and regulations. The planning concentration focuses on requisite analytical and technical skills for defining land- and resource-use problems, formulating solutions and selecting and implementing appropriate plans. The individualized course of study permits students to focus on one of the other broad areas that fall within the expertise of program and associated faculty.

Entrance Requirements

Students with a bachelor's degree or the equivalent may enter the graduate environmental studies program. Students must complete ENS 446 Concepts of Ecology or its equivalent. This course can be taken at Sangamon State University as a graduate course and be counted under the professionally related course requirement (see below). Students who have taken an undergraduate course in ecology may waive this requirement.

Advising

During the first semester of study, each student selects a faculty adviser who assists the student in defining objectives, in selecting courses within the framework of concentration requirements and in developing the master's thesis or graduate project and internship.

With guidance from the adviser, the student must prepare an educational plan before completing 12 hours of graduate study. The plan is submitted to the program coordinator for approval.

Concentrations

Each student selects one of the following concentrations or the individualized course of study.

Environmental Administration. This concentration prepares people to function effectively in agencies and in organizations with environmental mandates and programs. Students learn about the administration of major federal pollution control laws and their application to specific environmental problems through state and local governments. Students also learn how to work at the interface between environmental policy and its administration on the federal, state and local levels. The concentration provides training in organizational functions and behavior, and in administrative theory as it relates to institutions that deal with environmental problems.

Environmental Planning. This concentration provides training in environmental analysis and planning for preservation and use of land and other resources. Students learn to develop and to implement plans and policies that assist in natural and cultural resource management. Several courses provide training in techniques of remote sensing and cartography.

Individualized Environmental Studies. Students whose needs are not met by the above concentrations may develop individualized courses of study. After fulfilling core requirements, students develop a plan that fits their career objectives. There are many areas of study which students may emphasize under this option. The major ones include energy studies, environmental interpretation, environmental economics and risk assessment, water resources, hazardous substances, environmental education, environmental health and environmental history. In addition, students in the

planning and administration concentrations usually choose to specialize in one of the preceding areas under the distribution and professionally related courses. (See separate description in this catalog for more detail on the energy studies area of study.)

Program Requirements

The master's degree in environmental studies requires 48 hours of graduate-level work, including two integrative core courses, a seminar and one of the following exit requirements:

A. Master Thesis	8 Hrs.
B. Graduate Project	8 Hrs.
C. Graduate Project and Internship	8 Hrs.
D. Comprehensive Examination	0 Hrs.

Detailed requirements vary according to the concentration selected.

Advising information sheets for the two concentrations and for the individualized course of study are available upon request. These advising sheets outline required and suggested courses in each concentration, including core courses, and distribution and professionally related requirements. Requirements are summarized as follows.

Integrative Core 8 Hrs.

All candidates must take two integrative core courses during their first two semesters of study. These are ENS 452 Environmental Natural Sciences, offered in the fall semester, and ENS 453 Environmental Social Sciences and the Humanities, offered in the spring semester.

Concentration Core 12 Hrs.

Twelve hours of course work in this category are required; specific concentration requirements are:

- Environmental Administration: ENS 581 or 582, ADP 502, ADP 503
- Environmental Planning: ENS 401, ENS 402, ENS 501
- Individualized Environmental Studies: Appropriate environmental studies courses are indicated on advising sheets.

Distribution Requirements 8 Hrs.

Students select eight hours of course work involving technical training or advanced environmental analysis in their chosen concentration. Courses satisfying the distribution requirements are indicated on advising sheets for particular concentrations.

Professionally Related Courses 4 Hrs.

Students select four hours of professionally related courses; examples are listed on the relevant advising sheet.

Public Affairs Colloquia 4 Hrs.

Seminar in Environmental Studies (ENS 502) 4 Hrs.

Master's Thesis, or Graduate Project and Internship 8 Hrs.

M.A. candidates, with the assistance of their advisers and graduate committees, are required to develop a thesis or major graduate project unless they choose the comprehensive examination closure option. For many students, the culminating experience of graduate-level work is a formal thesis. Other students develop a substantial and carefully designed graduate project, such as an interpretive plan for a nature center, an exhibit for a museum or visitors' center, a film or multi-media show with supportive materials, a laboratory research project, or a finished and well-researched draft of environmental legislation or policy. The thesis or project is defended in an oral examination before the graduate committee.

Environmental studies faculty believe that a period of time working in an environmental agency or organization can be a vital part of professional training. Internships are normally carried out in conjunction with a graduate project and may count toward four of the required eight hours of project/internship credit. Students in the Graduate Public Service Internship Program may count up to four hours of their special internship seminar, ADP 560 or 570, toward the internship. Students may

arrange to do an internship in association with a thesis, but the full eight hours of regular thesis credit must be taken in addition to those devoted to the internship.

Comprehensive Examination Option

The comprehensive examination option requires 48 hours of graduate courses. No credit is given for the comprehensive examination. The details for this option are as follows:

a. Forty-eight hours of course work will be concluded by a comprehensive examination that will include both a written and oral examination.

b. The comprehensive examination will be based on all course subjects studied by the student, exclusive of PACs.

c. The student will be responsible for any courses he/she has had waived.

d. The written part of the comprehensive examination will be prepared by the student's adviser in consultation with all of the student's instructors and graduate committee.

e. The written part of the comprehensive examination will be graded by the faculty members on the student's graduate committee. The written examination will be taken on the SSU campus and will require a minimum of six hours on one day. The overall grade on the written examination must be equivalent to B or better. In the event of a lower grade, an opportunity to pass a second comprehensive examination will be offered. In the event of failure of the second comprehensive examination, there is no further opportunity to advance to a graduate degree in the ENS program.

f. The oral part of the comprehensive examination will be conducted by the faculty members on the student's graduate committee. It will be based on the written part of the comprehensive examination. A pass/fail method will be used for the oral.

g. The comprehensive and oral examinations will be recorded on the student's transcript. No credit hours will be given.

h. Students selecting the comprehensive examination must sit for the examination during the semester in which the student completes course work or during the semester immediately following (excluding summer.)

i. Students pursuing an ENS degree prior to the adoption of the comprehensive examination requirement will be accorded this option.

Grading Policy

A maximum of eight hours of C grades is applicable to a degree, provided they are balanced by equal number of A grade hours.

Student's Educational Plan

Development of an educational plan in a standard format is a key activity on which student and adviser work closely together. The plan indicates the courses for the chosen concentration or area of study. The plan includes a proposal for the thesis or graduate project. Students are expected to demonstrate how the plan is appropriate for their background, aspirations and needs. The program coordinator approves the plan.

The Graduate Committee: In consultation with the student, the adviser establishes a graduate committee which reviews the plan and gives final approval. Amendments may be made during the course of study with approval of the adviser. The graduate committee also reviews the completed thesis or final project.

Variances and Waivers: Courses which the student wishes or needs to take are listed in the educational plan; variances sought from requirements must be indicated. Courses in other programs which are not cross-listed or which have been taken at other institutions of higher education must also be listed for consideration by the graduate committee. All variances must be approved by the adviser, program coordinator and the graduate committee.

Energy Studies

Energy studies is a university-wide area of study administered within the School of Public Affairs and Administration. The majority of the course offerings in this area are in the environmental studies program. Most students interested in this area are enrolled as environmental studies graduate students in the individualized concentration. A separate advising sheet is available. Students interested in this area should contact the coordinator of energy studies. (See separate section in catalog for more details.)

Certificate in Environmental Risk Assessment

Risk assessment is a frequently used tool in environmental analysis. The certificate in environmental risk assessment provides students with the professional education necessary to perform risk assessment operations in their agencies and industries. Students will also relate risk assessment methodologies, procedures and results to environmental policies.

Students complete 14-18 credit hours for the certificate: ENS 489 Environmental Risk Assessment, ENS 421 Environmental Economics and ENS 524 Risk Assessment Practicum are required (total of 12 hours). In addition, students select 2-6 hours from ENS 521 Risk Assessment: Air; ENS 522 Risk Assessment: Water; and ENS 523 Risk Assessment: Land.

Environmental Studies Course Descriptions

ENS 351 Introduction to Environmental Studies (4 Hrs.)

Basic processes and dynamics of ecosystems and of development of societal values pertinent to earth resources. Major environmental questions examined, along with options and implications involved in resolution.

Senior/Graduate

ENS 401 Environmental Planning: Land and Resource Use (4 Hrs.)

Origins of environmental planning, methods of preparing environmental plans including environmental analysis, formulation of land-use policies, environmental design and influences of institutional constraints.

ENS 402 Land Use Planning: Principles and Practices (4 Hrs.)

The procedures and methodologies for preparing land use plans are examined. Analytical tools for evaluating land use planning data are presented. Links between land use and transportation are examined.

ENS 403 Transportation Problems and Planning Procedures (3 or 4 Hrs.)

Primary attention is given to the American metropolitan transportation problem. Basic transportation planning methodologies are presented and transportation energy efficiency is evaluated. Case studies on transportation problems are presented.

ENS 404 Techniques of Environmental Planning: Remote Sensing (2 Hrs.)

Applications of remote sensing that apply to environmental planning are examined. Computer mapping procedures that are relevant to environmental planning are presented.

ENS 411 Midwest Rural Life and Its Roots (4 Hrs.)

Midwest rural culture, as well as contributions of folk and popular cultures of Atlantic seaboard and Europe. Interdisciplinary case studies used to interpret relation of natural environment, buildings, food and farming to social patterns. Field trips required. See HIS 411.

ENS 412 World Environmental Attitudes (4 Hrs.)

Examines human reactions to natural surroundings in a variety of cultural contexts, including ancient Chinese, Celtic, African, Native American and Judeo-Christian. Compares and contrasts attitudes concerning the value of wilderness and the exploitation of natural resources. Considers the problem of understanding nature and our relationship with nature as human beings. See HIS 481.

ENS 414 The Search for Community (4 Hrs.)

Examines communities in various forms: mainstream and alternative, secular, religious and utopian, rural and urban, with emphasis on the Midwest. Dream proposals and practices are compared to understand roots, effects and possibilities. Includes field trips. See HIS 458.

ENS 417 Museum and Society (2 Hrs.)

Ways museums have been used since the 1800s and the functions they serve today. Consideration of indoor and outdoor history, art, folklife and science museums. Focus on use as learning resources with analysis of problems in communicating realities. See HIS 407.

ENS 418 American Environmental History (4 Hrs.)

Thematic and chronological approach to American land and natural resource use since 1600, including interactions of political institutions, governmental policies, technologies and beliefs. Focus on conflicts between exploitation and conservation. See HIS 418.

ENS 419 Historic Environmental Preservation (4 Hrs.)

Consideration of preservation policies and their applications in planning. Survey of history of preservation movements and of American architecture and landscape. Reviews current preservation technologies. Case studies of politics and economics of preservation. Field work required. See HIS 405.

ENS 421 Environmental Economics (4 Hrs.)

Basic theoretical tools necessary to examine current environmental problems from an economic standpoint. Covers externalities, cost assignment and environmental problems associated with economic growth. See ECO 474.

ENS 422 Energy Resource Economics (4 Hrs.)

Production, consumption and distribution of energy resources both static and dynamic. Examines the problems of economic growth, environmental issues and energy policy in energy development. Calculation on benefit-cost of conservation investment included.

ENS 431 Energy Resources and Technology (4 Hrs.)

Basic concepts of technological energy systems, historical use, current practices, future potential and ultimate limitations, including economic and energy efficiency considerations. Comparison of centralized (hard) and decentralized (soft) technologies.

ENS 433 Energy and the Environment (4 Hrs.)

Relation of energy principles to environmental affairs. Energy as the ultimate resource and considerations of its uses as basis for environmental analysis. Systems analysis used for analyzing environmental problems and planning practical applications of energy policy.

ENS 434 Solar Energy: Principles and Applications (4 Hrs.)

Physics of solar radiation; applications of solar energy in heating, cooling, electric power generation; economics of solar energy technology; environmental factors; and survey of present commercial applications. Emphasis on active rather than passive solar designs.

ENS 437 Energy Conservation Technology: Buildings and Solar Architecture (4 Hrs.)

Theory and practice of reducing building energy consumption with emphasis on residences, including heat principles, solar gain, heat radiation, building structure, insulation, infiltration, heating systems, renovation practices and economics, solar retrofitting and energy auditing.

ENS 440 Issues in Environmental Studies (1-4 Hrs.)

This course examines a variety of environmental issues such as climatic change, conservation and energy and resource management. Environmental studies graduate students may not use this course for satisfying program requirements.

ENS 444 Aquatic Biology (4 Hrs.)

Microscopic and macroscopic aquatic animals and plants including ecology, functional morphology and some taxonomy. Field experience is an integral part of the course.

ENS 445 Biology of Water Pollution (4 Hrs.)

Effects of organic wastes, industrial chemicals and thermal discharges on river fauna and flora; waterborne diseases; detection and measurement of water pollution. Several Saturdays or weekend field trip required.

ENS 446 Concepts of Ecology (4 Hrs.)

Structure and function of ecological systems, including basic ecological principles and concepts, habitat analysis with focus on populations in terrestrial and aquatic ecosystems and collection and analysis of biological data. Laboratory work required.

ENS 447 Environmental Chemistry (2 Hrs.)

Use of chemical principles in understanding processes that occur in the environment. Ecological problems of a chemical nature are analyzed. See CHE 431.

ENS 448 Environmental Toxicology (4 Hrs.)

Study of effects of toxic chemicals on the environment. Included are sources, transport, chemical behavior and toxic mechanisms of environmental pollutants. See CHE 465.

ENS 452 Environmental Natural Sciences (4 Hrs.)

Scientific knowledge required to understand and solve environmental problems. Basic concepts of geology, physics, chemistry, biology and ecology explored to bring the biological and physical world into perspective as an integrated continuum of structures, processes and functions.

ENS 453 Environmental Social Sciences and the Humanities (4 Hrs.)

Concepts and methods of anthropology, history, economics, political science, psychology, geography and literature explored in integrative fashion. Focus on understanding processes, patterns and alternatives of relationships of society to biophysical world.

ENS 462 Environmental Physical Geography (4 Hrs.)

Physical elements of the landscape with attention to climate and weather, water balance, landforms, soils and vegetation. Interrelationships between environmental elements and influence on changing natural landscape and environmental problems.

ENS 464 North America (4 Hrs.)

Cultural, economic and physical patterns of North America with evaluation of regional characteristics and problems. Selected applications of regional planning techniques.

ENS 467 Environmental Oceanography (4 Hrs.)

Environmental aspects of oceans, including their origins; ocean floor geology; properties of sea water; tides, currents and waves; beaches; estuaries; basic aspects of marine ecosystems; and resources of marine environments. Environmental problems stressed.

ENS 468 Environmental Geology and Natural History (4 Hrs.)

Relationships between humans and the geological environment, utilizing examples from Midwestern natural history as case studies. Topics include fundamental geologic principles; hazardous earth processes; minerals, energy and the future; land use; and decisionmaking processes.

ENS 471 Historic Environmental Interpretation (4 Hrs.)

Integrative approaches to interpretation of natural and human history for classroom, nature center and museum. Draws upon history, anthropology and psychology. Considers interactions of biology and culture. Uses case studies and field trips.

ENS 472 Mornings at Clayville (2 Hrs.)

Practicum in historical and environmental interpretation at Clayville Rural Life Center. Students take part in a program for fifth-graders, working with children in cooking, gardening and other activities of the 1850s. Written work required. See HIS 472.

ENS 474 Environmental Perception (4 Hrs.)

Perception of and responses to natural environments. Analysis of the eye and other senses as perceptual systems, landscape interpretation, concepts of aesthetics, and environmental metaphors, images and symbols.

ENS 476 Environmental Ethics (4 Hrs.)

Consideration of evolution of human ethical systems and the resulting lived-in environment, advent of a uniquely American ethical system, contemporary ecological consciousness, emergent life-affirmative ethic and utopian or dystopian planetary realities.

ENS 477 Expressions of American Naturalism (4 Hrs.)

Historical and literary sources, with artistic representations, in chronological order, to uncover growth and change of American attitudes toward the natural environment. Selections from Jefferson, Cooper, Audubon, Emerson, Thoreau, Whitman, Cather, Sandburg, Frost and others.

ENS 481 Water Resource Policy and Administration (4 Hrs.)

Water needs; water hazards such as flooding, erosion and drought; water in ecosystem maintenance; and water/energy relationship with regard to present and potential policies.

ENS 482 Solid Waste: Technology and Policy (4 Hrs.)

Solid waste handling, recovery, recycling and conservation in light of Federal Resource Conservation and Recovery Act.

ENS 484 Environmental Policies: Air Quality (2 Hrs.)

Clean Air Act of 1977 and amendments and their effect on improving air quality. Analysis of administrative procedures, standards and regulations, as well as case studies.

ENS 485 Environmental Policies: Water Quality (2 Hrs.)

Clean Water Act of 1987 and amendments and their effect on water quality. Analysis of administrative procedures, standards and regulations, as well as case studies.

ENS 486 Hazardous Substance Control (4 Hrs.)

The nature of the threat of hazardous substances in the post-World War II era is reviewed. Laws, regulations and enforcement procedures are studied, and present and potential public policy solutions are considered.

ENS 488 Environmental Law and the Citizen (4 Hrs.)

Citizen participation in legal processes directed toward resolution of environmental issues, including citizen roles in public hearings, litigation, class-action suits and appeals processes.

ENS 489 Environmental Risk Assessment (4 Hrs.)

Introduction to the many aspects of risk assessment, the relationship between risk assessment and public

policy and the perception of risk. Students will be expected to work out elementary problems in risk and exposure assessment.

Graduate Courses

ENS 501 The Development of Planning Theory (4 Hrs.)

Development of a paradigm where planning theory is examined from an evolutionary perspective, with focus on conceptual elements that have influenced formulation of goals and objectives in city and regional planning. Seminar method used. Prerequisite: 8 hours in planning courses.

ENS 502 Seminar in Environmental Studies (4 Hrs.)

Experience in research methodologies and design using case studies. Students pursue work on their thesis or project design. Formal presentation required.

ENS 503 Implementation of Environmental Planning (3 Hrs.)

Techniques and tools for managing environmental resources, including wet lands, riverine resources and other sensitive land areas. Focus on land reclamation, transfer of development rights, land conservation practices, site plans, zoning rights and other legal prerogatives. Environmental planning activities viewed from perspective of both local and regional agencies. Prerequisites: ENS 401 or 402.

ENS 511 Museum/Historic Sites Methods (4 Hrs.)

Collection management, conservation, research and registration, interpretive and educational programming, exhibit preparation and administration. Explores collection development practice in the past and current concept of collecting today for tomorrow. Utilizes indoor and outdoor museums. See HIS 511.

ENS 521 Risk Assessment: Air (2 Hrs.)

Course will investigate assessment methodologies of airborne pollutants. Case studies and extant data will be considered. Prerequisite: ENS 489.

ENS 522 Risk Assessment: Water (2 Hrs.)

Course will investigate risk assessment methodologies of waterborne pollutants. Case studies and extant data will be considered. Prerequisite: ENS 489.

ENS 523 Risk Assessment: Land (2 Hrs.)

Course will investigate risk assessment methodologies of land pollutants. Case studies and extant data will be considered. Prerequisite: ENS 489.

ENS 524 Risk Assessment Practicum (4 Hrs.)

Subject matter to include identification and assessment of hazardous and toxic materials, site assessment, cleanup and management strategies and legal, policy and economic applications in a real

situation using extant data. This is the final course in the risk assessment sequence. Prerequisites: ENS 489 and ENS 421.

ENS 525 Environmental Policies: National Environmental Policy Act (4 Hrs.)

In-depth study of the Environmental Impact Statement (EIS) process in the National Environmental Policy Act. Case studies analyzed; EIS on new projects researched and written.

ENS 531 Appropriate Energy Technology: Theory and Applications (4 Hrs.)

So-called "appropriate technologies" (such as solar, wind and biomass) from perspective of technological and economic applicability and social impact. Detailed analysis of hard versus soft energy paths and their consequences.

ENS 532 Photovoltaics and the Solar-Hydrogen Economy (4 Hrs.)

The generation of energy from light and natural motion, the conversion of energy to hydrogen and the storage and transportation of energy in the hydrogen molecule is studied and considered in technical, political and economic context. The Solar-Hydrogen Economy is used as a case example of developing new high technology energy sources. Public policy implications are stressed.

ENS 533 World Oil Resources (2 Hrs.)

A review of the world oil situation including historical background, the evolution and current status of OPEC, world oil reserves and production, political economy of oil and future prospects. Each student will select a specific issue area for intensive work. Seminar style will be utilized. Prerequisite: ENS 431, or permission of instructor.

ENS 534 Coal Resources and Technology (2 Hrs.)

Review of world coal resources and technologies. Includes historical background, current coal resource base, new coal technologies and future prospects. Focus on environmental issues. Students will select a specific issue area for intensive work. Seminar style will be utilized. Prerequisite: ENS 431, or permission of instructor.

ENS 540 Topics in Environmental Studies (1-4 Hrs.)

Intensive study of a current environmental issue. Description of topic for a given semester will be stated in course schedule. Course may be repeated for any indefinite number of credit hours, but topic must differ.

ENS 544 Agroecosystems: An Ecological Analysis (4 Hrs.)

Research-oriented exploration of past, present and future agricultural practices interpreted through application of current ecological concepts. Prerequisite: Ecology course, or permission of instructor.

**ENS 571 The Sangamon River Valley:
A Sense of Place (6 Hrs.)**

In-depth study of natural and human histories of the Sangamon River Valley; extensive use made of local materials, resource people and field experience. For elementary, middle and high school teachers, teachers-in-training and teachers-to-be.

**ENS 581 Environmental Policy
and Administration (4 Hrs.)**

Environmental policy development and implementation utilizing in-depth integrative approaches. Seminar method used.

**ENS 582 Energy Policy and
Planning (4 Hrs.)**

Planning methodology and theory with regard to technological imperatives and policy potential. Energy systems examined in administrative and

public policy context, including effect on natural and human-made environment.

Research

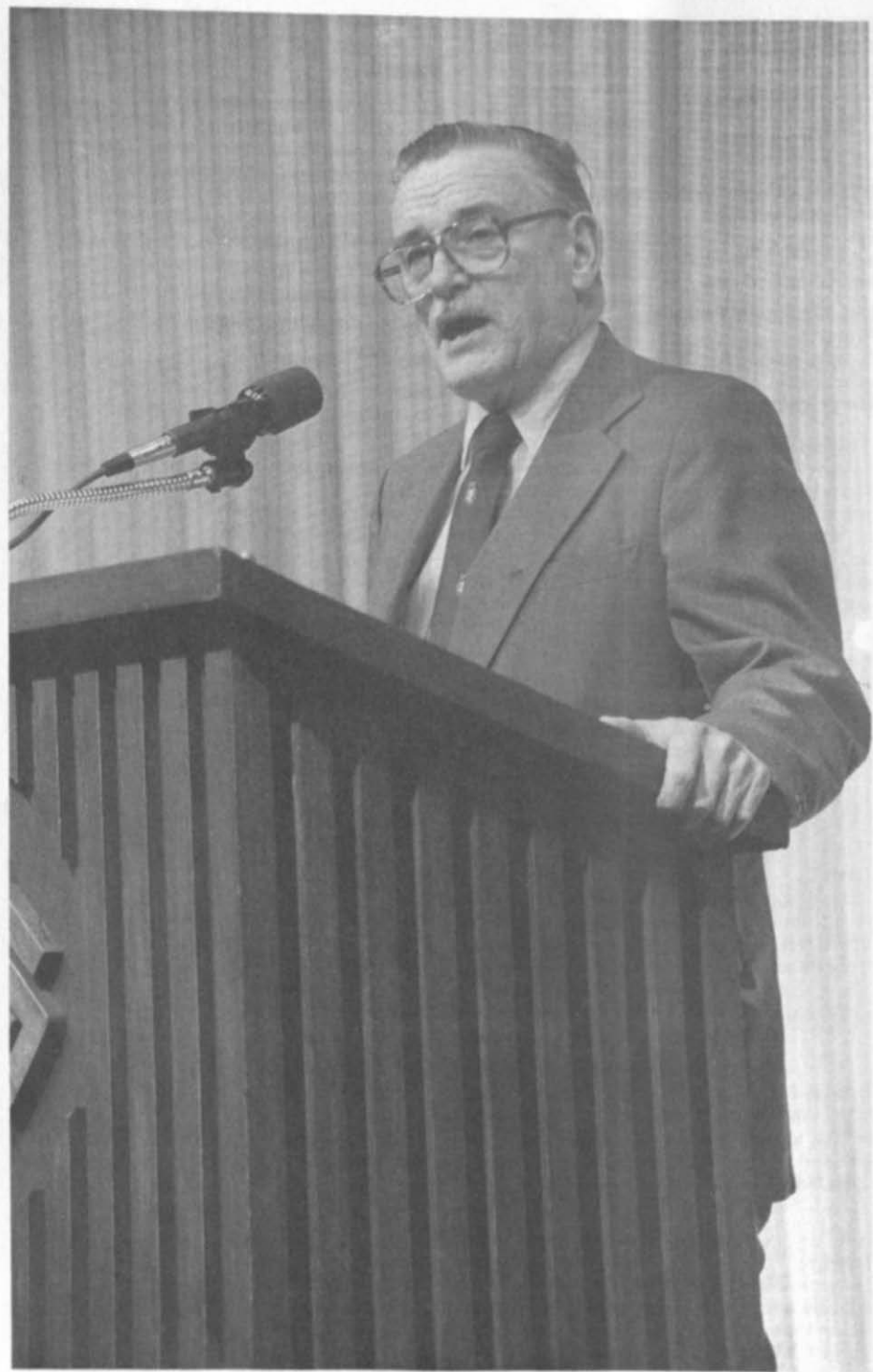
ENS 500 Graduate Research (1-4 Hrs.)

Advanced investigation of specific interaction between people and environment. Student must have permission of the environmental studies program faculty member under whom the work will be done. Substantial research paper required for credit; maximum of 8 hours may be applied toward M.A. degree.

ENS 510 Thesis (1-8 Hrs.)

ENS 520 Graduate Project (1-8 Hrs.)

ENS 530 Internship (1-4 Hrs.)



Gerontology

M.A. (44 Hrs.)

Faculty — Jeffrey A. Chesky, Rosamond Robbert

Associated Faculty — Harry Berman, Robert Crowley, Cullom Davis, Steven A. Egger, Karen Kirkendall, Proshanta Nandi

Adjunct Faculty — C. Jean Blaser, Ezio Giacobini, Josephine Oblinger, David Spencer

Gerontology is the study of aging — the specific changes that occur in older individuals as well as the broader psychosocial and health issues confronting them.

One out of every nine Americans is age 65 or older; the age group 75 and over is the fastest growing segment of society. These demographic facts raise important questions about health care, social services, Social Security, education and employment opportunities and about the quality of life of the older population. Gerontology brings together a number of disciplines — anthropology, biology, economics, history, medicine, nursing, psychology and sociology — all of which are involved in issues of aging.

Gerontology is, therefore, multidisciplinary: Biology investigates the physiological processes of aging, the gradual growth and decline of body functions and the increasing probability of disease and eventual death; psychology explores emotional stability and changes in intellectual and emotional processes, coping and adaptive behavior and self-concept — personality traits through which people express themselves as they age; sociology studies roles and responsibilities in situations where older persons interact with others, such as family, education, politics, community, occupation, religion and leisure. Students are provided a generic background which builds upon undergraduate disciplines and permits latitude in developing specific career interests.

Such graduate-level education prepares professionals to become skilled administrators, planners, supervisors, consultants,

instructors and practitioners. Internships provide opportunities to put classroom learning into practical operation.

Preparation of students focuses on three major areas:

Policies and Programs for the Elderly: leading to positions in state and federal agencies, consumer protection agencies and law centers.

Educational Gerontology: leading to positions in recreation and leisure centers, pre-retirement programs, schools, community colleges and universities.

Direct Services Management: leading to positions in long-term care facilities, residential facilities, public housing projects, hospitals and social service centers.

Graduates of the program are involved in a variety of activities, including teaching gerontology to university, secondary and elementary students; teaching older adults or others preparing for later life or retirement; providing direct services to senior centers, nursing homes and other facilities; planning, administering and evaluating services and service-delivery systems for the elderly; transmitting information about aging through writing, speaking or the media, and serving as advocates for the elderly; consulting with older persons and/or their families; and assisting in legislative bodies and public or private organizations which serve older persons.

Entrance Requirements

1. Gain admission to Sangamon State University with graduate status.

2. Apply to the gerontology program for admission to the M.A. degree program.

Applications for admission to the program are reviewed by the Gerontology Program Admissions Committee. Applicants are expected to have undergraduate preparation in the natural and social sciences. Experience in health or social services is also desirable.

Advising

Advising in the gerontology program provides an individual approach to the academic and professional development of each student. Upon admission to the program, each student is assigned a temporary adviser for assistance with academic planning; thereafter, students choose an adviser from the gerontology program or associated faculty. Among other things, the adviser serves as the chairperson of the student's master's project committee.

Grading

Students are required to maintain an overall grade average of 3.0, with no more than one grade below B- in a gerontology core course.

Program Requirements

The master's degree in gerontology requires successful completion of 44 semester hours of course work. Of the total, 16 hours are required core courses, 16 hours electives, four hours internship, four hours M.A. project and four hours Public Affairs Colloquia. Course substitutions are possible based upon previous course work and/or experience; students should consult their adviser. Students who do not have an introductory gerontology course or substantial gerontology work experience may be required to take an additional four hours in GER 402. This course is a prerequisite and may not be counted in the overall hours for the degree.

Course requirements are as follows:

Multidisciplinary Core Courses

GER 501 Biology of Aging 4 Hrs.

GER 502 Psychology of Aging	4 Hrs.
GER 482 Aging and the Social Services	4 Hrs.
GER 587 Professional Seminar	4 Hrs.
<i>Total Core</i>	<u>16 Hrs.</u>

Other Requirements

GER 580 Gerontology Internship	4 Hrs.
GER 588 M.A. Project	4 Hrs.
Electives	16 Hrs.
Public Affairs Colloquia	4 Hrs.
<i>Total Other</i>	<u>28 Hrs.</u>
<i>Total</i>	<u>44 Hrs.</u>

Electives

The 16 hours of electives may be used to develop a particular specialization within gerontology, such as administrative service, counseling, education, health service, long-term care, program planning and program evaluation. Students choose specialization electives with the assistance of the adviser and in consultation with faculty from relevant programs. Four hours of electives may be earned by a second registration in GER 580 Gerontology Internship.

Master's Project

In addition to completing required course work, all M.A. candidates must complete a master's project developed jointly with the adviser and M.A. project committee. Following specific guidelines, the project may be a workshop, thesis, problem-solving exercise or similar closure experience.

Gerontology Course Descriptions

GER 402 Perspectives on Aging (4 Hrs.)

Overview of disciplines related to the field of aging, including perspectives of biology, psychology, economics and sociology, as well as newly developing areas of gerontology.

GER 410 Oral History Method (2-4 Hrs.)

Research technique rather than study of historical data, including oral history through tape recording.

transcribing and editing personal reminiscences. Projects added to the university's Oral History Collection. See HIS 410.

GER 412 Retirement (4 Hrs.)

Major psychological and social policy issues relating to retirement, including mandatory versus flexible retirement policies, early retirement trends and economics of aging. See CFC 483.

GER 422 Long-Term Care Administration (4 Hrs.)

Theory, philosophy and behavior of administration and management of long-term care facilities. Role of administrators relative to management, community activities, public relations, ethical practices, licensure and state and federal agency requirements. See HSA 422.

GER 442 Legal Advocacy for the Elderly (4 Hrs.)

Laws and legal problems having greatest impact on the elderly; analysis of tools and techniques available to the advocate. See LES 442.

GER 447 Moral Dilemmas in Health Care (4 Hrs.)

Applicability of traditional ethical standards to currently controversial issues in health professions, such as allocation of scarce medical resources, honesty with dying patients, informed consent from patients, psychosurgery and euthanasia. Students are encouraged to further develop and understand their own value orientation and come to better appreciate those of others. See PHI 447, HSA 466.

GER 456 Aging, Nutrition and Health (4 Hrs.)

Relationship between nutrition and health in the elderly; nutritional requirements in aging; nutrition and longevity; nutrition in disease (e.g., cardiovascular disease, cancer, diabetes).

GER 463 Death, Dying and Bereavement (4 Hrs.)

Social structures, attitudes, beliefs and values about death, dying and bereavement in contemporary American society as well as in other societies and other time periods will be considered. Medical, legal, religious and psychological issues in relation to death, dying and bereavement will be considered. Not recommended for persons recently bereaved. See SOA 463.

GER 469 Biomedical Problems in Aging (4 Hrs.)

Etiology and treatment of medical problems of the aged, such as cardiovascular disease, metabolic diseases (osteoporosis, diabetes, Parkinson's disease) and neurobiologic diseases (dementia and depression). Topics include nutrition, exercise, sleep disorders, alcoholism and pharmacology.

GER 482 Aging and the Social Services (4 Hrs.)

Process and condition of being aged, along with social services that operate to lessen problems of aging. Evaluation of services, attitudes and policies that inhibit or promote service delivery. See CFC 482.

GER 489 Managing the Community/Nonprofit Organization (4 Hrs.)

Overview of management field as it pertains to community organizations, including communications, development of professional and non-professional staff, budgeting and marketing for not-for-profit organizations. Focus orients participants to managerial environments of organizations and provides experimental opportunities to develop managerial skills. See MGT 489.

GER 501 Biology of Aging (4 Hrs.)

Comparative view of biological changes and aging, with emphasis on humans and other mammals; theories of aging; genetic and environmental factors in longevity and aging; age-related changes in human organ systems (e.g., cardiovascular, nervous, respiratory); and pathobiology of aging.

GER 502 Psychology of Aging (4 Hrs.)

Foundation in psychology of adult development and aging, with emphasis on theories, methodologies and research findings. Focus on cognitive, social, psychological and mental health aspects of aging. See CFC 568.

GER 503 Sociology of Aging (4 Hrs.)

An examination of the process of aging in American society. Major consideration will be given to theories of aging and the social implications of age grading, the meaning of work and retirement and the status and roles of the elderly.

GER 511 Cross-Cultural Studies in Gerontology (4 Hrs.)

Concepts of aging in various cultures, including cultural responses to aging and various support services for older persons.

GER 521 Alzheimer's Disease and Related Disorders (4 Hrs.)

Focuses on the medicalization of dementia in contemporary and historical perspectives. Students examine multiple issues related to Alzheimer's disease as a social and medical problem.

GER 532 Counseling the Adult/Aged (4 Hrs.)

Counseling techniques and related problem-solving strategies for helping adults in society. Variety of solutions proposed to alleviate problems troubling adults. See HDC 532.

GER 551 Policies and Programs for the Elderly (4 Hrs.)

Review of local, state and national policies with

respect to allocation of monies and development of programs for older persons. Policies and programs analyzed in relation to current needs and projected future service requirements. Prerequisite: GER 482.

GER 565 Experimental Gerontology (1-4 Hrs.)
Laboratory projects dealing with age-related changes in biological systems.

GER 580 Gerontology Internship (4 or 8 Hrs.)
Internship in a setting providing services, directly or indirectly, for older persons. Experience is related to career interests of student. May be repeated for a maximum of eight hours.

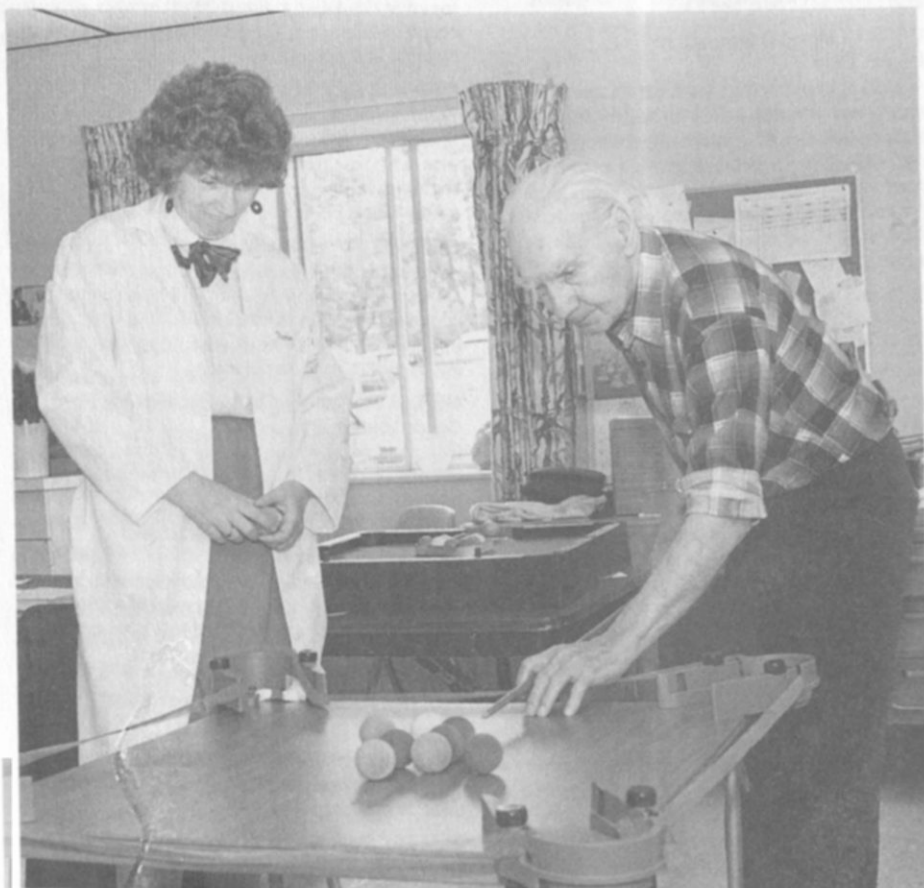
GER 581 Seminar on Adult Development and Aging (4 Hrs.)
Discussion of the recent contributions to the

understanding of adult development and aging which draw on psychoanalytic concepts. Includes the formation of sexual identity, ego development over the life course, mid-life crisis in men and women, late onset psychopathology and successful aging. See CFC 581.

GER 587 Professional Seminar (4 Hrs.)
Includes grant writing, research design, evaluation, basic statistics and ethics.

GER 588 M.A. Project (1-4 Hrs.)
Developed jointly with adviser and master's project committee. Following specific guidelines, the project may be a workshop, thesis, problem-solving exercise or similar closure experience.

GER 599 Independent Study: Tutorial (1-4 Hrs.)
Opportunity for individualized learning.



Health Services Administration

B.A. (60 Hrs.) M.A. (48 Hrs.)

Faculty — Shahram Heshmat, Michael Quam, Kathleen Vinehout

Associated Faculty — Hugh Harris

Adjunct Faculty — Robert Clarke, Robert Kane, Sister Anne Pitsenberger, Arthur Pittman, Roy Wehrle

The health services administration program prepares students for entry into positions in health administration, policy analysis, program development and service coordination in health services organizations. The program broadens, updates and sharpens health administrative knowledge and skills for individuals currently employed in the health field.

The Bachelor's Degree

The health field in the United States today encompasses more organizations, spends more dollars and employs more people than any field except construction. With expenditures for health currently over 10 percent of our Gross National Product, new emphasis is being placed on the need for coordination and competent management of health system resources. The health services administration program at Sangamon State University focuses on this need for skilled health system managers. The B.A. degree particularly emphasizes the development of job entry managerial skills.

Competent and knowledgeable persons are needed in public and private health service organizations, financing organizations, health planning organizations, governmental regulatory agencies, professional groups, funding organizations, voluntary health organizations, trade associations and public health agencies.

Entrance Requirements

Admission to the health services administration program is granted by the program faculty and requires prior admission to the

university. Students wishing to enter the program at the undergraduate level should consult with a member of the HSA faculty well in advance of anticipated enrollment.

The student seeking admission to the undergraduate health services administration program must meet the university entrance requirements. In addition, the student must submit two letters of recommendation from employers, peers or educators; a professional goal statement and a copy of all college and university transcripts. Admission to the program is based on the student's entire record with no one aspect of the record given decisive weight.

Prospective students are strongly encouraged to obtain application information well in advance of their first term of study. Completed applications should be received by April 15 for fall admission and October 15 for spring admission. Application materials may be obtained from and should be returned to: Admissions Committee, Health Services Administration Program, Sangamon State University, Springfield, IL 62794-9243.

Advising

Students should consult a health services administration faculty member before registering for the first time. A permanent adviser from among the program faculty should be chosen before the end of the first semester of study. All students must consult with their advisers prior to registering for each semester of classes. A student may elect, at any time, to select another

adviser. Undeclared majors may register for HSA courses only with permission of the instructor.

Students who are employed full-time are strongly urged to take no more than eight hours of course work per semester.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Program requirements for the B.A. degree are distributed as follows:

Required HSA Courses

HSA 301 Introduction to Health Services	4 Hrs.
HSA 325 Social Dimensions of Illness	4 Hrs.
HSA 335 Modern Hospital and Administrative Process	4 Hrs.
HSA 371 Computers and Decisions in Health Care Management	4 Hrs.
HSA 401 Organizational Behavior in Health Care Institutions	4 Hrs.
HSA 435 Health Care Systems Financial Management	4 Hrs.
HSA 451 Health Planning	4 Hrs.
	<u>28 Hrs.</u>

Required Generic Courses

Accounting (HSA 412, ACC 412)	4 Hrs.
Economics (ECO 315)	4 Hrs.
Statistics (HSA 309, ECO 313, MSU 401)	4 Hrs.
	<u>12 Hrs.</u>

University Requirements

Electives (300- or 400-level courses approved by adviser)	6 Hrs.
Total	<u>60 Hrs.</u>

Waiver Rules

Upon formal petition to the HSA pro-

gram committee through the student's adviser, any of these required courses may be considered for waiver as justified either by previous academic course work or by work experience which demonstrates competence in the subject matter. A waiver request is considered only in terms of substitution of other course work and not for waiver of hour requirements.

Accounting, economics, and statistics requirements are only waived by the program when an individual has achieved a B grade or better in a previous principles course at the lower-division or community college level. A grade of C is insufficient for waiver unless earned at the junior/senior level.

Applied Study

The Applied Study Term (AST) offers an excellent opportunity for students to gain experience related to the HSA degree. Students currently pursuing careers in the health field can consider the career AST option, which encourages self-assessment of career goals and the skills and knowledge necessary for professional growth.

Many variations are possible in the time distribution and employment setting. Students have worked in hospitals, voluntary health organizations, government agencies, long term and ambulatory care facilities, health maintenance organizations and for physicians, lobbyists, executives, legislators, administrators and public health workers.

Students may register for the Applied Study Term only after sufficient course experience in health administration. The following courses must be completed prior to AST registration: HSA 301, HSA 325, HSA 335, HSA 401.

Communication Skills Assessment

Communication skills are considered a fundamental aspect of administration. Mastery of basic communication skills is required for completion of the undergradu-

ate degree. Writing and speaking abilities are assessed in each HSA course. The applicant's writing competency is assessed initially through the goal statement submitted to the Admissions Committee. Each HSA student is required to complete a demonstration of written communication skills competency through the completion of a required writing assignment in HSA 301 Introduction to Health Services. This course is the entry level HSA undergraduate course and must be taken in the first year of study.

Library Skills Assessment

Every HSA major must participate in an instructional series on library usage and library skills as a part of HSA 301. Exemption from this requirement is available only through adequate demonstration of equivalent competencies, such as completion of a previous library skill or a research course.

Computer Competency Requirement

All health services administration majors must document basic computer skills literacy relevant to their future administrative careers. All students who cannot document via prior course experience, work experience or the credit for prior learning process the program's expected level of literacy, must successfully complete HSA 371 Computers and Decisions in Health Management. The computer skills requirement is a prerequisite non-degree credit course for graduate students.

The Master's Degree

The graduate program in health services administration provides the student opportunities for advanced work in the areas of health finance and economics, health administration and planning, and health care organization and policy. Students can select electives that provide additional skills or prepare the student for a particular setting in health care: long term care, ambulatory care or public health administration.

Entrance Requirements

The student seeking admission to the health services administration graduate program must meet the university's entrance requirement for graduate study. The student must also (1) submit two letters of recommendation from employers, peers or educators; (2) submit a professional goal statement; (3) forward a copy of all college and university transcripts; and (4) if available, forward scores of the Graduate Record Exam (GRE). Students are expected to have a grade point average of not less than 3.0 (4.0 scale) in their upper division undergraduate work. Admission to the program is based on the student's entire record with no one aspect of the record given decisive weight.

Applicants must have earned the equivalent of a grade of B or better in basic principles course in each of the following areas: computers, accounting, economics and statistics. Entry requirements may be fulfilled by taking introductory courses while enrolled at Sangamon State University. Students without prerequisite course work may be given provisional admission status. The four prerequisites must then be completed by the end of the first year of graduate enrollment (or completion of 16 hours). Prerequisite credit is not applicable to the 48 credit hours required for completion of the master's degree.

Prospective students are strongly encouraged to obtain application information well in advance of their first term of study. Completed applications must be received by April 15 for fall admission and October 15 for spring admission. Application materials may be obtained from and should be returned to: Admissions Committee, Health Services Administration Program, Sangamon State University, Springfield, Illinois 62794-9243.

Advising

Students should consult a health services administration faculty member before registering for the first time. A per-

manent adviser from among the program faculty should be chosen before the end of the first semester of study. All students must consult with their advisers prior to registering for each semester of classes. A student may elect, at any time, to select another adviser. Undeclared majors may register for HSA courses only with permission of the instructor.

Students who are employed full-time are strongly urged not to enroll in more than eight hours of course work per semester.

Grading

No C grade will be accepted for credit toward the M.A. degree in health services administration.

Communication Skills Assessment

M.A. degree candidates are expected to demonstrate competency in communication skills. These skills are developed and measured in the laboratory and research work included in HSA 401 and HSA 557. Completion of these courses satisfies the university communication skills requirement.

Program Requirements

Program requirements for the M.A. degree are distributed as follows:

Required HSA courses

HSA 401 Organizational Behavior in Health Care Institutions	4 Hrs.
HSA 509 Quantitative Analysis for Health Managers	4 Hrs.
HSA 515 Financial Management	4 Hrs.
HSA 545 Medical Sociology	4 Hrs.
HSA 556 Leadership and Human Resource Management	4 Hrs.
HSA 557 Program Evaluation for Health Managers	4 Hrs.
<i>Total</i>	<u>24 Hrs.</u>

University Requirements

Public Affairs Colloquia	4 Hrs.
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Electives

500 level electives	12 Hrs.
400 or 500 level	8 Hrs.
Students completing a thesis must include	
HSA 578 Thesis Readings & Critique	1 Hr.
HSA 579 Thesis Methods & Design	1 Hr.
HSA 580 Thesis Research	2 Hrs.
	<u>24 Hrs.</u>
<i>Total</i>	<u>48 Hrs.</u>

Electives must be approved by the student's advisor. The selection of electives should justify a particular emphasis or expertise in the student's course of study.

Graduate students who have already taken the equivalent of any required course are required to substitute four semester hours of appropriate graduate course work approved by their adviser in writing. All waivers not granted at admission must follow the established procedure for student petitions.

Internships: Students without any sustained practical experience or employment in health services must complete at least four credit hours of internship. Credit is achieved through HSA 589 Graduate Internship. The adviser should be consulted regarding a timetable.

M.A. Degree Program Evaluations

All M.A. students must be evaluated for demonstrated academic deficiencies by their adviser before any credits beyond 16 hours can be counted toward the M.A. degree. Normally, this assessment for full-time students would occur after one semester and for part-time students within two semesters.

The program adheres to university policy which limits the time for degree completion to five years for an M.A. degree. Students will be dropped from candidacy if all degree requirements are not met by the end of the fifth year following acceptance

into the program. Appeals for extension must be filed with the program committee and are rarely granted.

Graduation Requirements

All graduate students must successfully complete one of two closure options in order to graduate: the master's thesis or the comprehensive examination.

The thesis is original research employing any one of several possible methodologies and problem-solving approaches. The thesis must be approved by a three-member faculty committee. Because of the rigorous and time-consuming nature of the thesis, full-time students should consult their advisers before the close of the second semester of study. Part-time students should consult their advisers about thesis work before completing 24 hours of graduate course work. This will help ensure timely completion of the research.

The comprehensive examination requires students to complete a series of written and oral examinations. These are designed to evaluate students' ability to integrate HSA course work in preparation for a professional career in health services administration. Each student selecting the comprehensive examination must sit for the exam during the semester in which the student completes course work or during the immediately following semester (excluding summer).

Health Services Administration *Course Descriptions*

HSA 301 Introduction to Health Services (4 Hrs.)

A survey of the health care delivery system in the United States. Designed to acquaint beginning health services administration students with key markets in the health care industry. Emphasis on current forces that shape the health care system and affect administrative efforts to ensure quality,

availability and access to health care while containing costs. Prerequisite: Permission of instructor for undeclared majors.

HSA 309 Biostatistics (4 Hrs.)

Applied statistics and concepts of measurement in health care settings. Descriptive and inferential methods. Emphasis on decisions that are appropriate and commonly made by health care managers using statistical analyses.

HSA 325 Social Dimensions of Illness (4 Hrs.)

Nonclinical background to the nature of illness and disease. Understanding and application of epidemiological terminology, biostatistics of disease and epidemiological factors relating to major acute and chronic disease categories. Changing social character and distribution of disease in contemporary America, especially rural-urban differences. Prerequisite: Completion or concurrent enrollment in HSA 301. See SOA 325.

HSA 335 Modern Hospital and Administrative Process (4 Hrs.)

Structure and function of health care organizations as a socio-technical system and the administrative processes of planning, controlling, directing, staffing and coordinating. Basic organization of the general acute hospital operation including functions of board of directors, medical staff organizations and the hospital administrator. Current methods and techniques used to administer hospitals. Prerequisite: Completion or concurrent enrollment in HSA 301.

HSA 350 Health Services Administration Applied Study Term (1-8 Hrs.)

See AST 350.

HSA 371 Computers and Decisions in Health Management (4 Hrs.)

An exploration of the relationships between the management decisionmaking context within health services organizations and the computer technology that may be utilized to assist such decisionmaking. Students make use of mainframe and micro-computer applications as they analyze the link between the initial stages of problem formulation and the products of the data analytic techniques employed to achieve meaningful solutions. The course considers the use of these rational tools in light of the unique aspects of managing the delivery of a social good (health services). Experience with computers is not a prerequisite.

HSA 401 Organizational Behavior in Health Care Institutions (4 Hrs.)

Understanding interpersonal relations and group dynamics as they affect managerial decisionmaking and organizational effectiveness within health services organizations. Provides a working understanding of forces which influence individual, inter-

personal and group behavior; develops diagnostic skills in identifying causes of human problems in group and interpersonal work settings; and enhances judgmental skills in taking actions to improve effectiveness and satisfaction of groups and individuals. Particular attention given to understanding and managing primary work groups (such as departments) and interpersonal (boss-subordinate) relationships. Also deals with conflict resolution, ineffective performance, giving and receiving feedback, effective communication, motivation and influence. Cases, films, exercises, readings and conceptual notes used. Prerequisite: Completion or concurrent enrollment in HSA 301 for undergraduates.

**HSA 412 Accounting for Health
Care Institutions (4 Hrs.)**

Basic principles of accounting and finance and their applications in the hospital/health care environment. Basic accounting procedures along with various financial and managerial accounting topics examined, along with current attempts to resolve financing problems in health care facilities. See ACC 412.

**HSA 415 Medical Terminology for Health
Services Managers (1 Hr.)**

Professional vocabulary. Uses student-paced audio tape cassettes in conjunction with a workbook. Not open to students with previous professional training which included medical terminology.

**HSA 421 Community Health
Organizations (4 Hrs.)**

Multiplicity of community health organizations at national, state and local levels in relation to health problems and needs, their organization and functions, their governance, and the role of the consumer-citizen.

**HSA 422 Long-Term Care
Administration (4 Hrs.)**

Theory, philosophy and behavior of administration and management of long-term care facilities. Role of administrators relative to management, community activities, public relations, ethical practices, licensure, and state and federal agency requirements. See GER 422.

**HSA 425 Public Health
Administration (4 Hrs.)**

Consideration of contemporary public health issues and the role of the public health manager. Fundamentals of public health program development, implementation and evaluation. Application of management theory and skills to the administration of public health programs and facilities. Prerequisites: HSA 301, 325, or permission of instructor.

**HSA 435 Health Care Systems
Financial Management (4 Hrs.)**

Introduction to the fundamentals of financial man-

agement for health care providers. Intended to provide an introduction to important financial concepts, issues, tools and terminology administrators need in managing effectively and efficiently. Topics addressed include financial analysis, working capital management, budgeting and asset/liability management. Prerequisite: HSA 301, ACC 421 or 412.

HSA 451 Health Planning (4 Hrs.)

History of health planning and interpretation of its relevance to health services administration; overview of health planning theory, definitions, methodology and sites; in-depth examination of current health planning structures, processes and products. Prerequisite: HSA 371, or equivalent, completion or concurrent enrollment in HSA 401. Graduate students may enroll with permission of instructor.

**HSA 452 Health Planning
Implementation (4 Hrs.)**

Steps required to develop action programs to meet health needs identified by the health planning process: program identification and development, legislation and the legislative process, resource requirements and grantsmanship, project review and evaluation and understanding the regulatory process.

**HSA 453 Labor-Management Relations in
Health Organizations (4 Hrs.)**

Behavioral, economic, social and institutional forces which affect quality of union-management relations and objectives in health organizations. Analysis of relationships at individual work-unit level as they influence negotiations, grievances and administration of collective bargaining agreements.

HSA 458 Health Law (4 Hrs.)

Historical and current legal status in physician and hospital liability; confidentiality of medical records; labor law in health organizations; medical ethics and the law; recent legal developments in utilization review, rate review, planning and other legal-medical areas. Prerequisite: For HSA majors, HSA 301, or permission of instructor.

**HSA 465 Cross-Cultural Perspectives
on Health (4 Hrs.)**

Relationships between health and human culture, including health of prehistoric humanity, traditional and non-Western medical systems and how they heal, and problems faced by health care professionals as they provide care to cultural and ethnic groups from various healing traditions. See SOA 445.

**HSA 466 Moral Dilemmas in Health
Care (4 Hrs.)**

Applicability of traditional ethical standards to currently controversial issues in health professions, such as allocation of scarce medical resources, hon-

esty with dying patients, informed consent from patients, psychosurgery and euthanasia. Students are encouraged to further develop and understand their own value orientation and come to better appreciate those of others. See PHI 447 and GER 447.

HSA 472 Information and Decisionmaking (4 Hrs.)

Examination and study of general frameworks for systems analysis design and implementation as well as specifics of computerized information systems in hospitals. The course focuses on development of a rational approach to the acquisition and utilization of computerized information in an organizational (hospital) setting.

HSA 482 Policy and Practice in Long Term Care Administration (3 Hrs.)

Critical examination of current and prospective professional practices in long term care administration due to ownership, resident mix, personnel systems, government policies and competition. Core focus will be on quality assurance, marketing, personnel systems, strategic management and payment systems. Prerequisite: HSA 422, or equivalent.

HSA 485 Health Services Administration Research Analyses/Review (2 Hrs.)

Critical examination of methods and products of health services research. Students critique pieces of research and develop design improvements. Overall focus upon the ethic of integrating research in daily managerial behavior and philosophy of administrators. Prerequisite: HSA 309, or equivalent.

HSA 486 Budgeting for Health Care Facilities (4 Hrs.)

Theory and process of budgeting as applied to health care facilities. Creation of functional and program budgets and integration into a master budget. Development of revenue, expense, statistical cash and capital budgets.

HSA 487 National Health Policy (4 Hrs.)

Analytic and descriptive study of national health policy in America in terms of philosophy, history, politics, economics, sociology and administration of health care. Emphasis on social setting in which health policy is made and complex workings of system by which health care is provided. No prior study of economics required. See ECO 487.

HSA 488 Health Economics (4 Hrs.)

Application of economic theory and analytical tools to problems in the health care sector. Includes concepts and measures of health; determinants of health; cost of illness; concept of demand for medical care; welfare economics of physicians, dentists, drugs and hospital markets; financing health care;

and policy issues such as cost containment and national health insurance. Prerequisite: ECO 315, or equivalent. See ECO 488.

HSA 490 Current Topics in Health Administration (2 or 4 Hrs.)

Special topics announced when offered. May be repeated for a maximum of four hours.

HSA 499 Tutorial in Health Administration (1-4 Hrs.)

Individual study directed by a faculty member. Tutorials are offered to meet special course work needs not otherwise available.

HSA 503 Ambulatory Care Management (4 Hrs.)

Basic concepts of ambulatory care management and organization of ambulatory care practice, including application of research and theory. Students must demonstrate competency in solving ambulatory care management problems through in-class simulations and case study assignments. Development of skills related to personnel management, consumer and provider satisfaction, quality assessment, planning, marketing and financing ambulatory care facilities. Prerequisites: HSA 401, or permission of instructor.

HSA 504 Health Maintenance Organizations (4 Hrs.)

By reversing the incentives in medical care from "buy more" to "buy less" and "get sick" to "stay healthy," health maintenance organizations (HMO's) are purported to promote health and reduce the cost of medical care. This course acquaints students with the unique organization of HMOs and the advantages attributed to them. Current research will be used to examine their success in meeting expectations of the federal government, medical community and employers. History of related federal legislation, variations in the structure of prepaid group practices and incentives in fee-for-service and prepaid group practices. Prerequisites: HSA 401, HSA 503, or permission of instructor.

HSA 509 Quantitative Analysis for Health Managers (4 Hrs.)

Integration of disparate quantitative techniques into a managerial problem-solving framework. Areas covered include management sciences, systems analyses, cost-benefit techniques, game theory, risk theory, advanced regression modelling and quality assurance measures. Stress on industry practices and levels of precision. Prerequisite: HSA 309, or equivalent.

HSA 515 Financial Management of Health Care Organizations (4 Hrs.)

Internal and external financial environments of health care institutions. Covers areas of working-

capital management, decision criteria for investment and long- and short-term financing. Prerequisite: ACC 421, or HSA 412.

HSA 518 Graduate Seminar in Health Economics (4 Hrs.)

Application of economic theory and methodologies to issues related to the organization, financing and delivery of health care in the U.S. Intended to develop the student's ability to apply economic analysis to issues in health and medical care and familiarize students with the contributions of economists to our current understanding of health care delivery.

HSA 548 Modern Techniques in Institutional Health Services Planning (4 Hrs.)

Concepts and techniques used in intra-institutional planning for health care services, facilities and manpower. Methods of determining market demand and resource requirements for health services development discussed, along with methods to obtain necessary data for complex and long-term planning decisions. Interrelationships with community health planning and with health regulatory programs are explored. Prerequisite: HSA 371, or equivalent.

HSA 552 Contemporary Practices and Problems in Hospital Administration (4 Hrs.)

Case studies covering the contemporary hospital and its multifaceted problems. Examination of objectives, authority, management, resources and controls in the administrator-physician-staff triad. Organizational research paper required. Prerequisite: HSA 401.

HSA 556 Leadership and Human Resource Management in Health Care Institutions (4 Hrs.)

Dilemmas health care managers encounter in managing large numbers of professional people, beginning with personnel policy and organizational strategy. Forces the student to struggle in a practical way with personnel and leadership issues which top management staff face in health care organizations. Concepts and techniques useful for managers in improving effectiveness of human resources through leadership skills, job design, job analysis, selection, job evaluation, compensation, supervision, communication, training and development examined as management tools. Based on the premise that every manager is dependent on his/her people and their competence, spirit and support and that a manager bears responsibility for the well-being of those people. Prerequisite: HSA 401.

HSA 557 Program Evaluation for Health Managers (4 Hrs.)

General and specific grounds for evaluating health care programs, including concept of a program, analysis of evaluation models, program measurement, causality in program evaluation, internal and external evaluation, process and outcome evaluation and evaluation strategies. Use of experimental design, quasi-designs and case studies. Prerequisites: HSA 401, HSA 509.

HSA 559 Advanced Health Care Financial Management (4 Hrs.)

In-depth examination of cost analysis and cost funding in health care institutions, mergers, acquisitions, rate setting and capital financing. Techniques to maximize revenues to health care institutions through strategic financial planning.

HSA 578 Thesis Readings and Critique (1 Hr.)

Academic study of student-selected project. Involves student exploration and completion of literature review of relevant research. Preparation of thesis proposal. Prerequisite: Consent of adviser.

HSA 579 Thesis Methods and Design (1 Hr.)

Academic study of student-selected research. Involves development of thesis methods and research design. Preparation of thesis proposal. Prerequisite: HSA 578, consent of adviser.

HSA 580 Thesis Research (1-4 Hrs.)

Academic study of student-selected research. Involves completion of original research. Prerequisites: HSA 578, HSA 579, approval of thesis proposal by student's thesis committee.

HSA 589 Graduate Internship (2-4 Hrs.)

Administrative practicum in a health-related organization or agency. Supervised by an assigned faculty member. Prerequisites: HSA 401, HSA 509 and completion of 24 hours of graduate credit.

HSA 590 Topics in Health Services Administration (2 or 4 Hrs.)

Selected topics announced when offered. May be repeated for a maximum of four hours.

HSA 599 Tutorial in Health Services Administration (1-4 Hrs.)

Individual study directed by a faculty member. Tutorials are offered to meet special course work needs not otherwise available.

History

B.A. (60 Hrs.) M.A. (40 Hrs.)

Faculty — Nina S. Adams, Cullom Davis, Edward Hawes, Durward Long, Deborah Kuhn McGregor, Robert K. McGregor, Ralph A. Stone

Associated Faculty — Larry Shiner

Adjunct Faculty — Craig Colten, John Daly, Michael J. Devine, Edward J. Russo, Christopher J. Schuberth, Keith A. Sculle, Richard Taylor

The Bachelor's Degree

By emphasizing the link between the past and the contemporary world, the history program seeks to help students understand themselves and the times in which they live. The program encourages students to compare elements of their own culture with those of other cultures from other time periods. Students of history gain a sense of what is unique in, as well as generally characteristic of, individuals, groups and national cultures in the present as well as the past.

The baccalaureate program is organized for citizen-students who hope to place their world in historical perspective as a means of living rich and intelligent lives. Through understanding change as well as continuity in human institutions, students can grasp the forces shaping their present and future. Education in history at Sangamon State University is broad-based humanistic training, providing students with research capabilities, analytical methods and communication skills that are useful in many fields. The program curriculum prepares people for careers in history, politics, government, law, journalism, writing and administration. Through the applied study experience students are able to test possible career areas where the research and analytical skills of the historian are appropriate.

Advising

After completing History 301 Roots of Contemporary History, each student may select a faculty adviser to assist in planning

an individual program of study responsive to the student's interests and goals and designed to meet the requirements of the history program.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Core Requirements (32 Hrs.)	
HIS 301 Roots of Contemporary History	4 Hrs.
HIS 401 The American Character	4 Hrs.
Two non-U.S. history courses	8 Hrs.
Elective history courses	16 Hrs.
Electives	16 Hrs.
University Requirements	<u>12 Hrs.</u>
<i>Total</i>	<u>60 Hrs.</u>

Courses from other programs may count for history credit when they support the student's degree plan and are approved in advance.

Students must demonstrate the ability to analyze and interpret historical sources through submission and acceptance of a research paper or comparable project. For this purpose the student and adviser will confer about the paper or project as well as the composition of the examining committee.

Learning Experiences

Learning experiences available to history majors include regular classroom courses; independent study and tutorials; and applied study internships at libraries, archives, historic sites and other institutions, particularly in state government. The history curriculum includes period courses covering America from the colonial era to the present; thematic courses in psychohistory, imperialism and women's history; Europe and Asia; historic forces shaping the contemporary world; and regional and local history.

The Master's Degree

The master of arts in history emphasizes the field of public history, that is, the blending of academic and applied history with intent to broaden public awareness of the value of studying the past. The public history curriculum is designed to serve students with a variety of goals, including those who seek employment in historical agencies, museums, societies, or archives; those interested in becoming teachers; those pursuing careers with business, labor, or community organizations; and those desiring the intellectual stimulation of a challenging discipline. Public history embraces such skills and subjects as historical editing, sponsored research, community history, historic preservation, oral history and museum interpretation. Courses and field experiences in these areas are available. Through timely advising and careful course selection, the graduate student may pursue any of these avenues of interest. Whatever the objective, degree candidates should expect to acquire critical and analytical abilities and intellectual breadth appropriate to graduate-level study.

Entrance Requirements

Candidates for admission into the master's program in history must satisfy the following entrance requirements: (1) a bacca-

laureate degree with an undergraduate major in history, political science, economics, English or sociology; OR (2) demonstration of sufficient undergraduate course work in the social sciences and/or the humanities to provide preparation for graduate-level study in history, or the equivalent in experience and achievement.

M.A. Requirements

Master's degree candidates in history must complete 40 semester hours distributed as follows.

The Public History Core

HIS 501 Graduate History Colloquium (satisfies the university communication skills requirement)	4 Hrs.
HIS 502 Public History Colloquium	4 Hrs.
HIS 570 Public History Internship and Project,	
or	
HIS 580 Thesis	8 Hrs.
<i>Total Core</i>	<u>16 Hrs.</u>

Other Requirements

Public history courses emphasizing methods and applications (consult faculty adviser for details).	8-12 Hrs.
Other history courses emphasizing periods, regions or themes in history	12-18 Hrs.
<i>Total Other</i>	<u>20 Hrs.</u>

University Requirements

Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<u>40 Hrs.</u>

HIS 501 Graduate History Colloquium provides students the opportunity to understand a variety of approaches and to develop skills in historical research and to begin to identify the topic and areas of work for the thesis or project. The education plan should emerge from the experience in this course and discussion with the adviser. HIS 502 Public History Colloquium exposes students to the variety of activities and the-

ories the public historian must know about and gives practical experience in several of them through case and field studies.

In accord with university policy, students must complete the Illinois and United States Constitution examinations if not previously completed at the undergraduate level.

Advising

During the first semester of study, each student selects a faculty adviser who assists in defining career goals, selecting courses, developing an education plan, a prospectus, the project or thesis and arranging for an internship when that is appropriate. The adviser, in consultation with the student, supervises formation of a Graduate Committee. This committee is composed of the student's adviser, a second faculty member in the program chosen by the student, a faculty member in the School of Arts and Sciences appointed by the dean and, if desired, a student peer. Upon formation of a committee, the student is required to submit a thesis or project prospectus which must be approved by the student's Graduate Committee before the student begins intensive work. The student doing a project in most cases has an internship with an historical agency or other entity. After the thesis or project is completed, the student's Graduate Committee conducts an oral examination concerning the student's work. Guidelines with detailed requirements are available in the History Office, along with the form which may be used for the Education Plan. Students are expected to make themselves familiar with the guidelines.

The Master's Project or Thesis

The master's project or thesis requirement is designed to encourage students to utilize the rich resources available in the Springfield area, including the university's own archives, Illinois Regional Archival Depository collections, Oral History Office and Clayville Rural Life Center and Museum. There are also primary and sec-

ondary sources available in the Illinois State Library, the State Archives, the State Museum, the State Historical Library, the Sangamon Valley Collection of Springfield's Lincoln Library and several historic sites in the area.

Grading Policy

Students must earn a grade of B or better in all courses counting toward the master's degree. Students may petition the program for exceptions to this policy. History majors may repeat program courses for grade improvement only once without seeking program approval.

Graduate Credit in 400-Level Courses

Graduate students enrolled in 400-level courses are expected to perform at a higher level than undergraduates and to complete extra work as defined by the instructor. Examples of such work include reading and reporting on material in addition to that required of undergraduate students; completion of an annotated bibliography in the professional literature of the field; or meeting separately with the instructor to research a specified topic.

History Course Descriptions

The Undergraduate Core

HIS 301 Roots of Contemporary History

(4 Hrs.)

Introduction to historical study, exploring significant themes in contemporary history defined and traced to their emergence in the past. Readings include monographs on specific topics and the Sunday *New York Times*. Completion satisfies the program's enabling skills requirement.

HIS 401 The American Character (4 Hrs.)

Conceptual approach to understanding the nation's development through the study of major works analyzing themes such as individualism, democracy, the frontier, equality and abundance. Required of all undergraduate history majors. Prerequisite: HIS 301.

The Public History Core

HIS 501 The Graduate History Colloquium (4 Hrs.)

Introduction to the graduate program, assists students in diagnosing skills, designing the education plan, learning research methods, utilizing various bibliographical resources, examining professional conflicts among historians. Research project. Successful completion satisfies communication skills requirements.

HIS 502 Public History Colloquium (4 Hrs.)

Concepts of public history including subject areas, techniques and ethical issues. The application of historical knowledge and methods to the administration, preservation and interpretation of historical resources as well as historical analysis of public policy issues. Required for all masters candidates.

HIS 570 Public History Internship and Project (4-8 Hrs.)

Supervised applied study in public history; used to develop a project to meet History M.A. requirements. Maximum of eight hours of history credit.

HIS 580 Thesis (4-8 Hrs.)

Historical research for the required master's research essay. May be repeated for a maximum of eight credit hours.

Elective History Courses

HIS 402 Illinois History (4 Hrs.)

People, economy, government and culture of Illinois from statehood to the present; designed to help students understand the national experience through the study of this pivotal midwestern state.

HIS 404 The American Midwest: A Cultural and Historical View (4 Hrs.)

Multidisciplinary examination of country and city life in middle America; how historians, sociologists, novelists, artists and others have viewed the midwestern experience and culture.

HIS 405 Historic Environmental Preservation (4 Hrs.)

Considerations of preservation policies and their applications in planning. Survey of history of preservation movements and of American architecture and landscape. Reviews current preservation technologies. Case studies of politics and economics of preservation. Field work required. See ENS 419.

HIS 406 Community History Seminar (4 Hrs.)

Explores concepts and methods of community and social history through study of major contributions to the field. Group and individual research projects undertaken on patterns of persistence and change using primary sources such as census records, maps and city directories.

HIS 407 Museum and Society (2 Hrs.)

Ways museums have been used since the 1800s and the functions they serve today. Consideration of indoor and outdoor history, art, folk life and science museums. Focus on use as learning resources with analysis of problems in communicating realities. See ENS 417.

HIS 411 Midwest Rural Life and Its Roots (4 Hrs.)

Midwest rural culture, as well as contributions of folk and popular cultures of Atlantic seaboard and Europe. Interdisciplinary case studies used to interpret relation of natural environment, buildings, food and farming. Field trips required. See ENS 411.

HIS 418 American Environmental History (4 Hrs.)

A study of the American land, examining both human attitudes toward the wilderness and the quest for resources and actual use and abuse of the natural world. Beginning with the sixteenth century, the course focuses on the conflicting advocacies of exploitation, preservation and conservation. See ENS 418.

HIS 427 American Labor History (4 Hrs.)

Historical analysis of changing views and nature of work; cause and effect of workers' organizations; and culture of workers through songs and novels of and about ordinary people. See LAR 427.

HIS 431 Colonial America (4 Hrs.)

A survey of the establishment and development of England's North American colonies between 1585 and 1763. Emphasis primarily on land use, economic development, religions and social history.

HIS 432 Revolutionary America (4 Hrs.)

Examination of the social trends, economic rivalries and political disputes which together created the American Revolution. Course begins with the Stamp Act Crisis of 1765, and follows the developments and conflicts through the presidential election of 1800.

HIS 433 United States, 1801-1877 (4 Hrs.)

History of the United States from westward expansion to Civil War and Reconstruction. Emphasis on manifest destiny and the Indians; slavery and sectionalism; abolitionism and women's rights; religion and reform.

HIS 436 United States, 1877-1939 (4 Hrs.)

Topics include the Industrial Revolution, emergence as a world power, progressivism, World War I, culture of the 1920s, the Great Depression and the New Deal.

HIS 437 United States, 1939 to the Present (4 Hrs.)

Domestic and diplomatic issues from 1939 to the present, including World War II, the Cold War,

McCarthyism, protest movements of the 1960s, conservative reaction of the 1970s, decline of American hegemony.

HIS 439 American Foreign Policy in the Twentieth Century (4 Hrs.)

How, why and toward what end the U.S. has grown from a minor power in 1898 to the world's most powerful nation in the 1980s. Major themes include isolationism, collective security, internationalism and imperialism, with coverage of World Wars I and II, the Cold War and Vietnam.

HIS 442 The Sixties (4 Hrs.)

Examines the decade's protest movements — civil rights, antiwar, women, students, counterculture, New Left — exploring the relationship of these movements to the liberalism of the previous era and the conservatism of the next generation.

HIS 444 The American Presidency (4 Hrs.)

Examines the definition and evolution of the powers and responsibilities of the office of the president from Washington to the present. Considers constitutional and political dimensions of the expansion of the power and prestige of the presidency.

HIS 452 History of American Law (4 Hrs.)

Historical examination of the professional and constitutional development of law in the United States. Topics include the common-law legacy; substantive and procedural aspects of legal history; jurisprudence; the American lawyer; and interaction of law with American society, thought and politics. See LES 452.

HIS 453 Introduction to

Psychohistory (4 Hrs.)

Diverse ways that psychology is currently being used to understand history, including study of individuals; the family (and childhood); and the meaning of political, social and cultural change.

HIS 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes — changing patterns of sexuality, high rate of divorce, shifting kinship relationships — explored historically to understand their present importance. See CFC 454.

HIS 455 Women in American

History (2-4 Hrs.)

Issues and themes (production, reproduction, socialization and women's movements) from colonial times to the present. Self-paced course emphasizing thinking and writing skills as well as content. See WMS 455.

HIS 456 Myth, Literature and

History (4 Hrs.)

Explores the quest for meaning through historical action and historical writing. Considers differences between historical and nonhistorical ("primitive") peoples and the rise of scientific history with special

emphasis on the varieties of historical discourse (myth and legend, the historical novel, narrative and analytical history). See PHI 456.

HIS 457 Comparative Women's

History (4 Hrs.)

Women's history in England, Russia, China, Vietnam and the U.S., with survey of areas in which conventional historical insights and methods need reinterpretation. See WMS 457.

HIS 458 The Search for Community (4 Hrs.)

Examines communities in various forms: mainstream and alternative, secular, religious and utopian, rural and urban, with emphasis on the Midwest. Dream plans and practices are compared to understand roots, effects and possibilities. Field trips required. See ENS 414.

HIS 461 Europe in the 18th Century:

The Enlightenment (4 Hrs.)

Cultural and intellectual history of the Enlightenment focusing on formative ideas of modernism (freedom, reason, equality) and movements in literature and the arts. Consideration of works by representative figures such as Voltaire, Rousseau, Hume and Kant. See PHI 459.

HIS 462 Europe in the 19th Century:

Between Revolution and Reform (4 Hrs.)

Social and cultural approach to the nature and impact of the Industrial and French Revolutions, the democratization of politics and culture and nationalism and imperialism. Considers the emergence of the bureaucratic state and the labor, socialist and other movements.

HIS 463 Europe in the 20th Century:

The Enigmatic Era (4 Hrs.)

Social and cultural approach to the roots, nature and impacts of the world wars, technological and social change, democratic and totalitarian movements. Considers ideologies and their relationships with realities; the post-1945 emergence of a "European" consciousness.

HIS 464 Nineteenth Century Europe

Through the Novel (4 Hrs.)

Cultural and intellectual history of European society from 1815-1890 focusing on the impact of social change on families and individuals and on the arts and literature. Combines reading in social and cultural background with selected novels such as Stendhal's *The Red and the Black* and Lampeusa's *The Leopard*.

HIS 465 French Revolution

and Napoleon (4 Hrs.)

The social, political and cultural history of the French Revolution from the ancient regime through the rise and fall of Napoleon.

HIS 466 Imperialism

(4 Hrs.)

Emergence and growth of Western European,

American colonialism and imperialism. Emphasis on 19th and 20th centuries, including theories of imperialism advanced by Lenin, Hobson, others; assessing the impact of classical and contemporary imperialism on the Third World; analysis of its manifestations today.

HIS 472 Mornings at Clayville (2 Hrs.)
Practicum in historical and environmental interpretation at Clayville Rural Life Center. Students take part in a program for fifth-graders, working with children in cooking, gardening and other activities of the 1850s. Written work required. See ENS 472.

HIS 475 Women in China (4 Hrs.)
Examines past and present roles and status of women in urban and rural settings. Covers changes in expectations and conditions as traditional Chinese social, economic and political practices were revolutionized by the impact of the West and political forces emerging within an often turbulent history. See WMS 475.

HIS 476 Introduction to Contemporary China (4 Hrs.)
Introduces basic theories, personalities and policies connected with agriculture, industry, education and the arts in China from 1949 through the Great Leap Forward, the Cultural Revolution, the period of the Gang of Four and what is now seen as the post-Maoist era.

HIS 477 Long Revolution in China and Vietnam (4 Hrs.)
Comparison and contrast of two societies confronting Western power and developing revolutionary nationalism. Includes impact and legacy of feudalism, colonialism, patriarchy and military struggle from 1898 to the present. Readings in conservative nationalism, radical socialism, conservative/radical feminism and varieties of communism.

HIS 478 Japan: The Living Tradition (4 Hrs.)
Studies the early history and traditional culture of Japan with emphasis on physical isolation and internal social development; creative adaption of external ideas and religions; economic development; and feudalism as a local and national reality. Telecourse.

HIS 479 Japan: The Changing Tradition (4 Hrs.)
Television course focusing on history, economics and politics in the 19th and 20th centuries.

HIS 481 World Environmental Attitudes (4 Hrs.)
Examines human reactions to natural surroundings in a variety of cultural contexts, including ancient Chinese, Celtic, African, Native American and Judeo-Christian. Compares and contrasts attitudes

concerning the value of wilderness and the exploitation of natural resources. Considers the problem of understanding nature and our relationship with nature as human beings. See ENS 412.

HIS 499 Independent Study: Special Topics in History (2-8 Hrs.)
Independent and directed readings on an individual topic for students in history. Students should make arrangements with an appropriate faculty member.

HIS 508 Archival Management (4 Hrs.)
Examines concepts and methods of archival management. Considers issues in acquiring, preserving, evaluating and making archival resources accessible. Focus on creative research and developing means to reach broad publics.

HIS 510 Oral History Methods (2-4 Hrs.)
Mastery of oral history technique, including interviewing, transcription and editing. Includes technical and conceptual literature, collateral fields and professional concerns. Student work added to SSU oral history collection.

HIS 511 Museum/Historic Sites Methods (4 Hrs.)
Collection management and conservation, research, interpretive and educational programming, exhibit preparation and administration. Explores collection development in the past and current concepts of collecting "today for tomorrow." Utilizes indoor and outdoor museums. See ENS 511.

HIS 521 Research and Writing Local History (4 Hrs.)
Seminar emphasizing primary research in local history materials of Springfield and the surrounding area. Includes critical examination of historical writing and techniques in preparation for an advanced research paper.

HIS 535 The Historian and Policy Analysis (4 Hrs.)
Applies historical method and historical logic to public policy analysis. Readings and case studies drawn principally from modern U.S. history. Individual and team projects.

HIS 599 Independent Study: Special Topics in History (2-8 Hrs.)
Independent and directed readings on an individual topic for graduate students in history. Students should make arrangements with an appropriate faculty member.

Students may petition the program for credit for courses in other programs.

ENS 512 Environmental History:
A Problems Approach
SOA 487 Archaeology

Human Development Counseling

M.A. (50 Hrs.)

Faculty — Marilou Burnett-Dixon, Robert Crowley, Gerald Curl, Jack Genskow, Barbara A. Hartman, James E. Lanier, James Pancrazio

Adjunct Faculty — Leigh Steiner Craine, Sarah Dauphinais, Glen Davidson, Richard Dayringer, Robert Horn, Mary Loken

The basic educational goal of the human development counseling program centers around the identification and education of students who hold promise for enriching the lives of others through helping relationships or counseling. The attainment of that goal involves the specification not only of a body of knowledge related to the helping professions that students need to acquire, but also of the competencies needed in order to apply that knowledge effectively.

Graduates of the program are able to provide counseling and consulting services at a professional level in a wide range of environments. Career options for graduates include the use of counseling in mental health, correctional, educational, social welfare, rehabilitative and human relations agencies, institutions and environments. Opportunities for employment within each category vary; prospective students should consult an adviser prior to choosing a career option. The program also offers qualified candidates a career pathway leading to elementary or secondary school counselor certification which has Illinois State Board of Education approval. Certified teachers who wish to pursue this course of study should contact their adviser immediately after acceptance into the program.

Elective course work may be taken in one of two areas of study, or may be tailored to individual interests in consultation with the adviser. Life-span counseling emphasizes facilitating counseling services for families and various age groups and minorities. Educational processes emphasizes providing educators and/or pupil-

personnel workers with human relations skills related to enhancing learning. Students who are pursuing or have completed the M.A. degree may develop an individualized course of study which may qualify them for membership in the American Association for Marriage and Family Therapy (AAMFT). This opportunity would involve additional preparation beyond the M.A. degree. Information and advising are provided through the program.

Entrance Requirements

Applications are available at the HDC program office. Prior to acceptance into the program, candidates must complete entry-level course work or the equivalent in abnormal, developmental and social psychology. Courses which appear on a valid transcript from an accredited institution of higher education can serve as evidence of meeting these prerequisites. Prerequisite courses can be taken at the university, in addition to the full 50-semester hour program. Equivalent experience which is to be evaluated as meeting a prerequisite must be described in writing to the HDC program for approval prior to admission to the program.

Admission and Evaluation Process

Admission is based on academic competence, interest and/or prior experience in the helping professions, as well as evidence of personal characteristics associated with success in counseling relationships. Inability to meet any of the criteria does not

negate reapplication; however, the program will delay formal acceptance until all pre-admission requirements are met.

Students applying for acceptance into HDC should contact their adviser or the program convener regarding current requirements.

The HDC faculty has a professional and ethical responsibility to engage in continual student evaluation and appraisal and to be aware of a student's personal limitations that might impede future performance. (See policy on student evaluation process.) Any student who does not meet the professional standards or requirements of the HDC program may be removed from candidate/degree status in the program according to specified procedures with rights of appeal. (See policy on removal from candidate/degree status.)

Advising

The advising relationship within the program is important. If students do not choose a faculty adviser, an initial adviser assignment will be made by the program. If students decide at a later date to change advisers, they may complete a Selection of Adviser form and return it to the Office of Admissions and Records. Adviser selection forms are available at the program office or the Office of Admissions and Records.

Grading Policy

HDC program students must obtain grades of B or better in core courses. In other courses, a maximum of eight hours of C is allowed, if balanced by an equal number of hours of A.

Expected Professional Competencies

Prior to graduation, degree candidates must demonstrate competencies related to personal development, such as ability to communicate effectively with others; professional development, such as ability to conceptualize client concerns and to provide appropriate intervention through an

individual or group relationship; and social development, such as ability to participate as a team member.

Each program course may contain an applied or experiential component in addition to the didactic component; however, core courses such as microcounseling and practicum specifically emphasize experiential learning. These courses require application of professional skills in simulated and/or real settings. Students should, therefore, expect to demonstrate understanding of ethical behavior in the helping professions as well as evidence of interaction skills with clients. All master's candidates must be familiar with the HDC program's policy on professional experience and should consult their adviser about satisfying its provisions. Information regarding all competency requirements may be obtained from the HDC program office.

Program Requirements

After completion of the HDC generic core (30 semester hours), the candidate, in consultation with the adviser, designs a course of study in one of two areas of study (16 semester hours), selects appropriate Public Affairs Colloquia (four semester hours), completes a master's project and satisfies the university's communication skills requirement. A student who plans a tutorial from an HDC faculty member should, with concurrence of the adviser and the faculty member, submit a proposal for approval by the faculty member designated to review tutorials. Students wishing to participate in an experience which they believe is equivalent to any HDC course may petition the program committee through their adviser to determine if equivalent credit may be earned.

Master's Project

This requirement coincides with the university's master's degree requirement. Specific details on completing this requirement are available from the HDC program

office. Successful completion of the master's project, along with a grade of B or better in HDC 501 Fundamental Issues in Helping, constitutes satisfaction of the university's communication skills requirement.

Generic Core

HDC 475 Psychological Tests and Measurements	4 Hrs.
HDC 501 Fundamental Issues in Helping (This is the foundations course and should be completed as early as possible.)	4 Hrs.
HDC 502 Theories of Counseling and Psychotherapy	4 Hrs.
HDC 503 Techniques of Group Counseling and Psychotherapy	4 Hrs.
HDC 504 Microcounseling	4 Hrs.
HDC 580 Research Methods	4 Hrs.
HDC 587 Professional Experience: Practicum	6 Hrs.
Total	30 Hrs.

University Requirements

Public Affairs Colloquia	4 Hrs.
Electives	16 Hrs.
Total	50 Hrs.

Areas of Study

Life-Span Counseling. This area introduces the student to techniques of counseling for all ages, across settings and within systems and classifications, such as family units or minorities.

Suggested courses: HDC 505, 506, 531, 532, 534.

Educational Processes. This area focuses on educational processes, including communication, human relationships and learning. The student examines both how he or she teaches and interacts with others and what strategies of learning are optimal for human development and learning.

Suggested courses: HDC Core and 448, 506, 531.

Requirements for the certification of school guidance personnel are as follows:

1. School guidance specialists must hold or be qualified for a standard teaching certificate.

2. In addition to the HDC core courses, graduates are required to have a course in career or vocational psychology, a course in mental hygiene and/or personality dynamics (can be met by the abnormal psychology prerequisite), a practicum in a school setting with both elementary and secondary students, and HDC 531, or equivalent.

Human Development Counseling Course Descriptions

HDC 411 Interpersonal Communications (4 Hrs.)

Nature of communication, barriers to interpersonal communication, motivation and change, small-group processes and communication skills development. Emphasis on both research and theory, with opportunity for laboratory experience.

HDC 423 Counseling Women (4 Hrs.)

Specialized biological, psychological and social issues which affect women. Exploration of theoretical assumptions, counseling practices and process variables which may apply differently to or affect women in counseling therapy. Identification of skills facilitative to women in general and to particular subgroups of women. Prerequisite: CFC 303 or HDC 501. See CFC 423 and WMS 423.

HDC 444 Managing the Human Services (2 Hrs.)

Considers principles of management applied to human services. Emphasis given to functions of the manager as implemented in the helping sector.

HDC 445 Problem Solving (2 Hrs.)

Provides experience in structuring problems. Includes cause analysis, decisionmaking, plan implementation and their major variations.

HDC 446 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform and the impact of the women's rights movement. See LES 446, SOA 454, CFC 446, WMS 446.

HDC 447 Developing Self-Concept (4 Hrs.)

Self-concept and self-esteem. Research and various theories and approaches to enhancement emphasized.

HDC 448 Mental Health (4 Hrs.)

Theories, models and research related to psychological health.

HDC 449 Preventing and Coping with Burnout (4 Hrs.)

Burnout (definition, causes, research), along with strategies for prevention and coping (individual, interpersonal and organizational).

HDC 451 Rehabilitation Counseling (4 Hrs.)

Surveys major aspects of rehabilitation counseling, including advocacy and independent living, employment, environmental/attitudinal barriers, legal rights and disability information. Focus on current practice by literature review, site tours and guest presenters.

HDC 452 Independent Living Skills Rehabilitation (2 Hrs.)

Description and analysis of independent living skills for severely disabled persons as support to vocational rehabilitation. Emphasizes nature, need, overview and applications of current programs in independent living skills.

HDC 456 Human Sexuality (4 Hrs.)

Knowledge and values concerning issues of human sexuality, with emphasis on sociological content, personal growth and professional development. Format includes lectures, film presentations and small-group discussions. See CFC 456, WMS 456 and SOA 456.

HDC 461 Applied Behavior Analysis (2 Hrs.)

First of two courses which relate principles of learning to problematic human behavior. Objective is to develop skill at changing dysfunctional client behavior and facilitating effective behavior. Prerequisite for HDC 513.

HDC 475 Psychological Tests and Measurements (4 Hrs.)

Basic theories of psychological tests and of test construction and interpretation. Includes representative tests and examines contemporary issues in testing. Required core course.

HDC 490 Issues in Counseling (2 or 4 Hrs.)

Seminar for HDC students focusing on specific issues in the field. Topics announced prior to registration. May be repeated without limit, but topics must vary.

HDC 501 Fundamental Issues in Helping (4 Hrs.)

Academic, ethical and vocational issues in the help-

ing professions, with relation to student's values and objectives. Required core course (recommended as introductory course).

HDC 502 Theories of Counseling and Psychotherapy (4 Hrs.)

Systematic examination of major counseling and psychotherapeutic theories and techniques essential to human relationships and helping processes. Required core course.

HDC 503 Techniques of Group Counseling and Psychotherapy (4 Hrs.)

Systematic examination of divergent theories and techniques for changing interpersonal relations and resolving personal problems through group processes. A lab experience is included. Required core course.

HDC 504 Microcounseling (4 Hrs.)

Presentation format in which helping relationship process can be analyzed and skills known in the helping professions can be acquired. Final grade is partially based on competencies. Required core course. Prerequisites: HDC 501 & 502, or equivalents.

HDC 505 Multicultural Counseling (4 Hrs.)

Literature and research on counseling services to minorities, focusing on applicability of traditional psychological theories and interventions to mental-health needs of minority clients.

HDC 506 Advanced Group Process (4 Hrs.)

Awareness expansion of basic group dynamics through leadership experiences focusing on integration of affective with cognitive process. Learning experiences contribute to development of facilitator skills. Prerequisite: HDC 503, or equivalent.

HDC 511 Gestalt Therapy (2 or 4 Hrs.)

Theoretical bases of Gestalt approaches to growth. Participants experience a variety of techniques and explore application of Gestalt therapy to individual/group settings. Current Gestalt literature examined critically. Experiential foci include body work and dream work as well as experiment, figure/ground, contact cycle and polarities.

HDC 512 Rational Emotive Therapy (2 Hrs.)

Basic principles and essentials of rational emotive psychotherapy, their derivation and empirical support. Emphasis on application to individual and group therapy.

HDC 513 Behavior Therapy (2 Hrs.)

Presents counseling strategies from behavioral and cognitive perspectives which draw upon current practice in the field. Prerequisite: HDC 461, or equivalent.

HDC 515 Self-Managed Lifestyles (4 Hrs.)

Outlines a procedure and a set of techniques for changing a behavior which interferes with a preferred lifestyle. Emphasis falls upon assuring a permanent change.

HDC 516 Preventive Programming (4 Hrs.)

Models for conceptualizing preventive programs. Students design and, when possible, implement a preventive program in the community.

HDC 517 Crisis Intervention and Short-Term Therapy (2 Hrs.)

Present techniques for coping with community mental health problems and survey of a range of new proposals.

HDC 518 Person Centered Therapy (2 Hrs.)

Theory and practice of person centered therapy examined from perspective of major constructs as developed by Carl Rogers.

HDC 519 Health Counseling (2 Hrs.)

This course focuses on helping people achieve their maximum state of health. Applied areas include medical health counseling; stress reduction approaches; fertility counseling and pregnancy counseling.

HDC 523 Psychosocial Aspects of Disabilities (2 Hrs.)

Psychosocial problems, principles and practice with disabled, including psychological assessment; counseling and psychotherapy; attitudes, motivations and emotions; and psychological rehabilitation and adjustment.

HDC 524 Career Counseling (4 Hrs.)

Utilization of Holland's work on vocational choice as framework for developing techniques useful in career counseling.

HDC 531 Counseling the Child/Adolescent (4 Hrs.)

Major problems faced by children and adolescents in society and exploration of a variety of solutions proposed to ameliorate them. Required for school counselor certification.

HDC 532 Counseling the Adult/Aged (4 Hrs.)

Counseling techniques and related problem-solving strategies for helping adults in society. Variety of solutions proposed to alleviate problems troubling adults. See GER 532.

HDC 534 Introduction to Family Therapy (4 Hrs.)

Major techniques of family therapy. Emphasis on integration of theoretical constructs with therapeutic skills. Lecture, demonstration and laboratory learning approaches are used. Students analyze a family system or present a project demonstrating comprehension. See CFC 534.

HDC 536 Divorce Counseling (2 or 4 Hrs.)

For advanced students specializing in family counseling. Students develop and implement treatment to ameliorate problems of persons separated from spouses. Prerequisite: HDC 534, or equivalent.

HDC 537 Couple Counseling (2 or 4 Hrs.)

For advanced students specializing in family counseling. Students develop treatment plans for dysfunctions occurring in marital relations. Prerequisite: HDC 534, or equivalent.

HDC 541 Designing Effective Learning Experiences (4 Hrs.)

Exploration of questions "What is teaching/ learning?" and "How do I teach effectively?" Students examine and experience a variety of teaching methods with concentration on classroom applications. Major focus is enhancement of self-esteem in the classroom.

HDC 542 Effective Schooling (4 Hrs.)

Critical review of research on effective schools, teaching and teacher-student relationships. Examines approaches for self-evaluation of teaching. Includes experiential activities related to one's teaching.

HDC 544 Staff Development and Supervision (4 Hrs.)

Training in and background understanding of personnel issues, staff development models and principles of supervision. See CFC 544 and ADP 513.

HDC 558 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models. Students read extensively in one or more approaches and make class presentations. Prerequisite: CFC 467, or HDC 534, or equivalent. See CFC 558.

HDC 559 Advanced Family Therapy (4 Hrs.)

For advanced students interested in specializing in family counseling techniques. Students develop and implement family treatment plans in actual and/or simulated family systems and must be able to articulate at least two major family counseling approaches. Prerequisite: CFC 534, or HDC 534, or equivalent. See CFC 559.

HDC 560 Clinical Education in Psychosocial Care (8 Hrs./4 per Sem.)

Interdisciplinary, clinically-oriented course in which the student attempts to help people while working under supervision. Verbatim write-ups of visits, learning incidents, case conferences and weekly summaries required. One-hour weekly interpersonal growth group; discussion topics presented by various professionals. Students must enroll in both semesters; admission by application and

interview only. Tuesdays, 8 a.m. to 1 p.m., plus eight additional hours weekly. (For additional information, contact HDC program office.)

HDC 563 Counselor as Consultant (2 Hrs.)
Role of counselor as consultant. Covers a variety of strategies currently in use, as well as techniques useful in implementation. Prerequisite: HDC 502, or equivalent.

HDC 567 Sexual Counseling (4 Hrs.)
Problems in sexual functioning and some therapeutic methods available for change. Prerequisite: College-level course in human sexuality, or permission of instructor. See CFC 567.

HDC 575 Tests in Counseling: Vocational/Personality (2 or 4 Hrs.)
Practitioner-oriented, emphasizing use of tests in counseling. Provides experiences beyond those acquired in basic measurement courses. Includes study of interpretation and practical applications of psychological tests and assessments with individuals or groups.

HDC 580 Research Methods (4 Hrs.)
Training for research in counseling. Includes sources of information and types, strategies, design, methods and techniques of research. Required core course.

HDC 582 Research Colloquium: Master's Project (2-6 Hrs.)
Completion of intensive project as culmination of student's progress in the program. Project may be experimental or applied. May be taken as an elective. Prerequisite: HDC core, or equivalent.

HDC 587 Professional Experience: Practicum (6 Hrs.)
Professional experience in helping relationships within institutions and agencies that promote human welfare. Admission by application to professional experience coordinator. Applicants should familiarize themselves with HDC program policy on professional experience and consult with adviser in advance of electing this course. Registration limited and waiting list maintained. Final grade partially based on competencies. Required core course. Prerequisites: HDC 475, 501, 502, 503 and 504.

HDC 588 Professional Experience: Practicum in Family Therapy (6 Hrs.)
Course focuses upon the use of therapeutic knowledge and skills with families. Successful completion of the course depends upon demonstration of competencies considered essential for the professional building a career in the field of family therapy. Prerequisites: HDC 558 Theories of Family Counsel-

ing and HDC 559/CFC 559 Advanced Family Therapy. HDC majors must also have completed the following counseling courses before enrolling in this course: HDC 501, HDC 502, HDC 503 and HDC 504. May substitute for HDC 587 as a required core course. Applications should be submitted to the HDC professional experience coordinator prior to the deadline published each semester. Applicants should be familiar with the program policy on professional experience and accreditation and consult with their advisor prior to selecting this course. Registration is limited and a waiting list is maintained. This course may be counted toward subsequent certification in AAMFT. See CFC 588.

HDC 589 Professional Experience: Internship (4-12 Hrs.)
Supervised learning experience which allows students to implement acquired skills in actual work settings. Focus on intern's professional competencies. Admission by application to professional experience coordinator and permission of appropriate HDC faculty. Prerequisite: HDC 587.

HDC 590 Issues in Counseling and Helping (2 or 4 Hrs.)
Seminar for advanced HDC students focusing on specific issues in the field. Topics announced prior to registration. May be repeated without limit, but topics must vary.

HDC 599 Independent Study: Tutorial (1-4 Hrs.)
Opportunity for individualized learning for students who can demonstrate skill in accomplishment of self-initiated activities. Topics studied may not duplicate courses offered in this or other programs within the university. Prerequisite: Approval of appropriate HDC faculty.

The following courses may be taken to fulfill HDC electives. Consult your adviser.

PSY 457 Transactional Analysis: Theory and Procedures

PSY 458 Transactional Analysis: Principles of Group Treatment

PSY 536 Ericksonian Approaches to Psychotherapy

PSY 551 Principles and Techniques of Child Therapy

PSY 552 Child Psychopathology and Therapy

PSY 556 Play Therapy: Comparative Approaches

Individual Option

B.A. (60 Hrs.) M.A. (42 Hrs.)

Faculty — Ronald Ettinger, David Hilligoss

Associated Faculty — Ed Cell, Jan Droegkamp, Ron Sakolsky, Robert Sipe

Although many institutions offer a self-designed B.A. program, Sangamon State University is one of the few institutions in the country offering both undergraduate and graduate study within a self-designed curriculum. Individual option offers opportunity for students to design degree programs consistent with their own educational goals and with available institutional and area resources. The program's major purpose is to serve students whose needs and objectives are best met by combinations of courses or mixes of learning formats not available through established university curricula.

Given the accelerating rate of change characterizing modern society, program faculty believe that self-directed, lifelong learning skills are essential to survival in the future. Learning *how to learn* is a prerequisite to solving problems we have yet to confront.

In designing an individualized curriculum, students develop skills that promote critical thinking and facilitate significant learning. Individual option students assume responsibility for integrating their own learning activities and for evaluating and revising their own curricular design. Program faculty, in the core curriculum, seek to facilitate this learning process and to promote the growth in personal autonomy that necessarily ensues.

Individual option students prepare a degree proposal which outlines particular educational goals and objectives, available learning resources and appropriate learning activities. In addition to conventional course work, students are encouraged to use internships, independent study, sympo-

sia, foreign study and exchange with other educational institutions. *The student, however, is largely responsible for contacting resources and arranging these experiences.*

Entrance Requirements and Advising

Since their educational programs must be self-designed, prospective students should contact the individual option program *as soon as they are admitted to the university*. Program faculty provide additional advising materials, orient students to the program and to relevant university resources, and outline the process for selecting a degree committee.

Each student's degree committee consists of at least three faculty members and two peers, all chosen for their interest and expertise in the chosen area of study. The committee approves and monitors the student's degree proposal.

During the initial term of study, each student normally establishes a close mentor relationship with one program faculty member who works with the student throughout his/her university career. Students write their degree proposals with assistance provided by program faculty and enrollment in the program's introductory course sequence (INO 301 Self-Directed Learning and INO 311 INO Colloquium). When the proposal is approved by the degree committee and the program faculty, the student is officially admitted to the program.

Communication Skills

All competencies necessary to attain the student's goals, including communication

skills, are addressed in the degree proposal. Assessment of written communication skills occurs in two phases: (1) Students perform a self-assessment in preparing their proposals, and (2) the degree committee assesses the student's written communication skills as documented by the proposal. When necessary, in consultation with the degree committee, the student plans appropriate learning experiences to acquire any needed skills; these learning experiences are included as part of the degree proposal. Completion of the proposal constitutes certification of communication skills as required by the university.

Grading Policy

University policy allows students to choose a traditional grading scale or a credit/no credit option for each course. The individual option program conforms with this policy in all courses except INO 301/501 and INO 311/511, which are offered *only* on a credit/no credit basis.

At the graduate level, a maximum of eight hours of C grades is applicable to the degree, provided that each hour of C is balanced by an hour of A and provided the C grade is approved by the student's degree committee.

Graduate-Level Study

The graduate individual option program is based on the assumption that degree candidates have the fundamental knowledge and skills of the baccalaureate degree and that they are prepared to apply these competencies in a graduate curricular framework. Such advanced study is typified by the ability to pursue and generate complex levels of knowledge, to engage in self-directed and original inquiry, and to merge rigorous analysis with creative synthesis. This integration of convergent and divergent thinking, complemented by mature judgment, should characterize work within individual courses, as well as in the overall conduct of the graduate degree. Graduate students registering in 400-level

program courses, for example, are expected to perform at a higher level than undergraduates in the same course. Although individual instructors in 400-level courses specify the criteria for awarding graduate-level credit, these may be qualitative (increased standards in written work and contributions to group discussion) and/or quantitative (additional work).

Applied Study and Experiential Learning

The individual option program is based on the assumption that experiential learning is essential to significant learning. Each Applied Study Term (AST) is an individually designed, field-based learning project with variable credit. While many students arrange their AST projects in organizational or agency settings, the possibilities for location and type of experiential learning are virtually unlimited, including apprenticeships, independent research and writing, travel, studio work in the arts, laboratory experimentation or a combination of these and other formats.

As part of the emphasis on experiential learning, individual option requires all undergraduate majors to complete INO 421 Learning from Experience. INO 422 Freedom, Experience and the Person is offered as an elective. These courses examine fundamental issues related to the nature of the self, autonomy, personal change and lifelong learning from philosophical and psychological perspectives. The program strongly recommends that majors complete INO 421 before (or simultaneous with) enrollment in the Applied Study Term, in order to make optimal use of the course in conducting the field experience.

Students should consult with the AST Office early in the first term of study and begin to explore general possibilities for experiential learning. In early consultations with a member of the INO faculty, students will discuss the role that experiential learning can play in meeting their particular

needs and objectives, as well as examine ways that the Applied Study Term may be integrated into their degree plans.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

In response to the demands that self-directed learning places upon the student, individual option requires a sequence of colloquia and courses that focuses on the learning process and on the skills and understanding needed for autonomous learning. The purposes of these course requirements are both to guarantee a continuing dialog among student, adviser and degree committee and to provide opportunity for the student to engage in activities essential to autonomy, namely, integration of learning and assessment of the learning process.

Students normally may count a maximum of 16 semester hours in courses taken prior to contracting their INO degree proposal with the degree committee. With program approval, this restriction may be modified to 30 credits for undergraduate students (20 credits for graduate students) who transfer from other programs.

Course requirements for the individual option B.A. are as follows:

INO Process Requirements

1st semester

INO 301 Self-Directed Learning	2 Hrs.
INO 311 Individual Option Colloquium	2 Hrs.

Prior to final semester

INO 321 Liberal and Integrative Studies	2 Hrs.
INO 421 Learning from Experience	<u>2 Hrs.</u>
<i>Total Process</i>	<u>8 Hrs.</u>

INO Elective Courses

INO 380 Exploration of Learning Resources	2-12 Hrs.
INO 422 Freedom, Experience and the Person	2 Hrs.
INO 480 Readings and Problems in Experimental Studies	<u>2-12 Hrs.</u>
<i>Minimum</i>	<u>2 Hrs.</u>

Other Requirements

INO 471 Final Demonstration of Achievement	2 Hrs.
University Requirements	12 Hrs.
Additional Courses	<u>36 Hrs.</u>
<i>Total Other</i>	<u>50 Hrs.</u>
<i>Total</i>	<u>60 Hrs.</u>

Course requirements for the individual option M.A. are as follows:

INO Process Requirements

1st semester

INO 501 Self-Directed Learning	2 Hrs.
INO 511 Individual Option Colloquium	2 Hrs.

Prior to final semester

INO 521 Liberal and Integrative Studies	<u>2 Hrs.</u>
<i>Total Process</i>	<u>6 Hrs.</u>

INO Elective Courses

INO 421 Learning from Experience	2 Hrs.
INO 422 Freedom, Experience and the Person	2 Hrs.
INO 480 Readings and Problems in Experimental Studies	2-12 Hrs.
INO 580 Independent Field Project	<u>2-12 Hrs.</u>
<i>Minimum</i>	<u>2 Hrs.</u>

Graduate Closure Project

INO 550 Master's Project or	4-12 Hrs.
INO 599 Thesis	<u>4-12 Hrs.</u>
<i>Minimum</i>	<u>4 Hrs.</u>

Other Requirements

Public Affairs Colloquia	4 Hrs.
Additional Courses (at least 12 hours must be at the	

500-level)	26 Hrs.
Total Other	30 Hrs.
Total	42 Hrs.

In some instances, the interdisciplinary nature of the student's learning needs will suggest educational experiences that total more than the required minimum number of credit hours. The final number of credit hours for the degree must be negotiated between the student and the degree committee at the time the degree proposal is contracted.

Closure Project and Graduation Procedure

Near the midpoint of their course work, upon completing INO 321 or INO 521, students reconvene their degree committees to review progress toward contracted goals, engage in reflective dialogue and finalize plans for the closure project (INO 471 for undergraduates, INO 550 or 599 for graduates). At this time, for M.A. candidates, the appropriate dean appoints a faculty representative who participates in approving the closure project. For B.A. candidates, the dean's representative joins the committee only at its final meeting.

The closure project serves as a means to integrate and culminate the student's work in the chosen field of inquiry. Although the project may involve a variety of media, all closure projects must have a written component, copies of which must be provided to all committee members before the closure meeting (see below). One copy must be submitted to the University Archives, in accordance with university policy.

For master's candidates the closure project typically functions as a central component around which the self-designed curriculum is structured. Varying according to the student's goals, the project is a major scholarly and/or creative effort demonstrating the student's accomplishment and mastery of the chosen study area.

Students convene the graduation committee (degree committee plus dean's representative) near the conclusion of their

final term of study, in order to review the closure project and to assess the quality of their learning experiences. With completion of the closure project and other contracted components of the degree proposal, the committee certifies the student for graduation.

Individual Option Course Descriptions

INO 301 Self-Directed Learning (2 Hrs.)

Concepts and skills of self-directed learning for INO and other students. Topics include clarifying values, setting educational goals, assessing personal learning history, defining learning needs, designing effective learning experiences, evaluating learning outcomes and designing a learning proposal. Offered first 8 weeks.

INO 311 Individual Option Colloquium (2 Hrs.)

Study of designing effective learning experiences, documenting and evaluating independent learning, organizing learning resources and designing a curriculum. Students design a major learning project. Offered second 8 weeks. Prerequisite: INO 301.

INO 321 Liberal and Integrative Studies Project (2 Hrs.)

Symposium for three to five students on applying principles of integration and autonomy explored in INO 301 and 311 to the learning experiences of the degree program. Students present a paper to their degree committee, integrating at least two of these learning experiences with a common theme or issue. Prerequisites: INO 301, INO 311.

INO 380 Exploration of Learning Resources (2-12 Hrs.)

Independent study, primarily experiential, exploring a topic directly related to the student's degree plan. Journal of exploration process, comprehensive resources inventory and demonstration of learning (a major product) are required. May be repeated for a maximum of 12 hours.

INO 421 Learning from Experience (2 Hrs.)

Exploration of how we learn from experience and of conditions that encourage functional and dysfunctional learning. Special attention to resistance to change, the task of maintaining identity and personal knowledge of others. Provides perspective on lifelong, informal learning. See AST 421 and PHI 421.

INO 422 Freedom, Experience and the Person (2 Hrs.)

Exploration of the nature of autonomy, obstacles to it and the use of experiential learning to enhance it.

Special attention to games and scripting, personal power and powerlessness, humanistic paths to autonomy and behavioral paths to self-control. See AST 422 and PHI 422.

INO 471 Final Demonstration of Achievement (2 Hrs.)

Closure project required of all B.A. candidates. Demonstration must be approved by the degree committee and INO faculty. Must be completed during term of expected graduation.

INO 480 Readings and Problems in Experimental Studies (2-12 Hrs.)

Readings or research on trends and current issues in the student's self-designed, experimental discipline. In consultation with faculty, students define topics integral to satisfaction of their self-assessed learning needs. May be repeated for a maximum of 12 hours.

INO 501 Self-Directed Learning (2 Hrs.)

Concepts and skills of self-directed learning for INO and other graduate students. Topics include clarifying values, setting educational goals, assessing personal learning history, defining learning needs, designing effective learning experiences, evaluating learning outcomes and designing a learning proposal. Offered first 8 weeks.

INO 511 Individual Option Colloquium (2 Hrs.)

Advanced study of designing effective learning experiences, documenting and evaluating indepen-

dent learning, organizing learning resources and designing a curriculum. Students design a major learning project. Offered second 8 weeks. Prerequisite: INO 501.

INO 521 Liberal and Integrative Studies Project (2 Hrs.)

Application of the principles of integration and autonomy explored in INO 501 and 511. Students present a paper relating learning experiences to a common theme or issue. Prerequisites: INO 501, INO 511.

INO 550 Master's Project (4-12 Hrs.)

Closure project required of all M.A. candidates. This university requirement may also be satisfied by INO 599. May be repeated for a maximum of 12 hours.

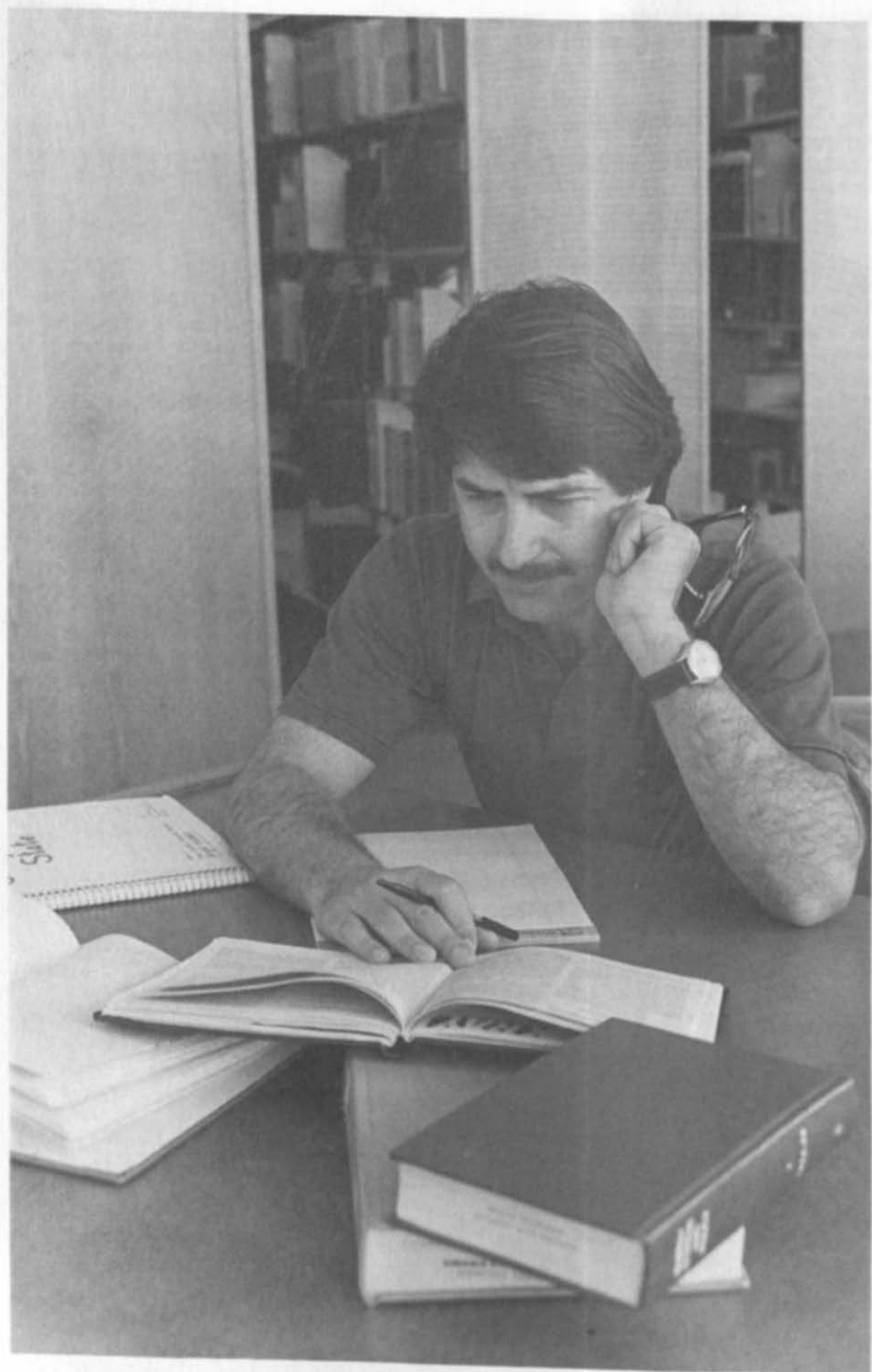
INO 580 Independent Field Project (2-12 Hrs.)

Experiential learning project must be directly applicable to the student's degree proposal. Field experience journal and formal presentation of project results required. May be repeated for a maximum of 12 hours.

INO 599 Thesis (4-12 Hrs.)

Major research and writing project. Topic must be approved by the degree committee prior to registration. Thesis normally satisfies the university master's project requirement. May be repeated for a maximum of 12 hours.





Labor Relations

B.A. (60 Hrs.)

Faculty — Hugh Harris, Robert Sipe

Associated Faculty — Anne Draznin, John Munkirs, Ron Sakolsky

The labor relations program is designed to develop an understanding of the environment in which both employees and managers find themselves in contemporary American society. The curriculum offers a broadening experience for a variety of academic backgrounds and preparations, including students with an A.A. or A.S. degree and a focus on labor studies, or students with two years' study at a college or university and a major in business administration, public administration or social science-related fields. Building upon these backgrounds, the program curriculum provides a framework in which contemporary labor-management relations issues in the economy's public and private sectors are addressed.

The labor relations curriculum focuses on a variety of areas related to work relations and work environments, including (1) the nature of work in our society, (2) the politics and economics of the workplace, (3) the various schemes of work design and compensation and (4) the consequences of present and possible alternative forms of work and/or work relations. Work itself is viewed as a major factor influencing the lives of individuals and institutions. The program's emphasis is on the relationship between labor and management and the impact of that relationship on organizational effectiveness and on the work force.

The general approach of the program is critical inquiry designed to facilitate self-education. Critical inquiry skills are fostered by (1) studying the values associated with currently held beliefs, (2) examining alternative frameworks for analyzing problems and prospects associated with labor environments, (3) investigating the

nature of myths and ideologies that surround and shape work relations, (4) studying legislative and organizational politics which affect work and work relations and (5) examining various reform alternatives and strategies.

The program's overall emphasis is on the integration of theory and practice. Theories must be grounded in reality and serve as realistic guides for action if they are to be useful in assisting people who participate in labor-management relationships. Application of theory to problem solving is important and integral and involves both systematic study of theory application and actual practice through supervised projects.

Entrance Requirements

There are no entrance requirements beyond those needed for admission to the university.

Advising

All students must select and meet with an academic adviser from the labor relations program during their first semester. Students are encouraged to consult regularly with their advisers for program information, program planning assistance and general advice. Upon entry, students are required to enroll in the program's introductory seminar, LAR 423 Labor Management Relations. Because students may enter the program from a variety of backgrounds and for a variety of reasons, this seminar, when coupled with personal academic advising, provides means for monitoring, adjusting and assessing individual skill levels and patterns of study. Should students have skill deficiencies — e.g., in communication or analytical skills —

means for eliminating those deficiencies must be determined by the student and adviser.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Program requirements for the B.A. degree are distributed as follows:

Core

LAR 423 Labor Management Relations	4 Hrs.
MGT 431 Human Resource Management	4 Hrs.
LAR 424 Theories of the Labor Movement	4 Hrs.
LAR 426 Political Economy	4 Hrs.
LAR 427 American Labor History	4 Hrs.
LAR 429 Labor Relations Seminar	4 Hrs.
<i>Total Foundation</i>	<u>24 Hrs.</u>

Other Requirements

Two labor relations skills courses from among:

LAR 452 State and Local Public Sector Labor Relations	8 Hrs.
LAR 463 Labor Law	
LAR 464 Contract Administration	
LAR 467 Labor Arbitration	
Labor Relations Electives (approved by adviser)	4 Hrs.

University Requirements 12 Hrs.

General Electives 10 Hrs.

Total 60 Hrs.

Successful completion of the constitution examination and filing of the graduation contract are required. Satisfactory completion of the AST requires approval of adviser before beginning the experience.

AST assignments are designed to involve students with some aspect of labor relations in a public or business organization or labor union organization.

Program Prerequisites

Two areas of study must be completed within the first 30 hours of enrollment. The courses used to satisfy this requirement may be taken for general elective credit: (a) one semester of research methods, or SOA 411 Social Research Methods, and (b) one semester of statistics, or ECO 313 Statistics for Business and Economics

Labor Relations Course Descriptions

LAR 419 Marxism and Critical Theory (4 Hrs.)

Basic ideas and concepts in recent European Marxist philosophy and critical theory. Emphasis on dialectic method and its use in analyzing Western capitalism. See SOA 409.

LAR 423 Labor Management Relations (4 Hrs.)

Behavioral, economic, social, political and institutional forces affecting character and quality of employer-union-management relationships and objectives in both public and private employment. See MGT 423.

LAR 424 Theories of the Labor Movement (4 Hrs.)

Examination of the American labor movement in an historical and international context through comparative analysis of political, economic and social theories of labor movements in the public and private sectors.

LAR 426 Political Economy (4 Hrs.)

Analysis of competing theories and models of explanation in political science and economics as they comprise the basis for contemporary policy disputes and alternatives. Emphasis on the crisis tendencies/contradictions of the political economy of the United States and its impact on the rest of the international economic order. See ECO 426.

LAR 427 American Labor History (4 Hrs.)

Historical analysis of changing views and nature of work; cause and effect of workers' organizations; and culture of workers through songs and novels of and about ordinary people. See HIS 427.

LAR 429 Labor Relations Seminar (4 Hrs.)
Integration of Labor Studies course work in the form of policy proposals on various labor-related issues.

Contemporary Issues

LAR 434 Women and Work (4 Hrs.)
Role of women workers participating in the American labor force, their status and roles, their satisfaction and alienation and their part in the labor movement. See WMS 434.

LAR 438 Work and Health (4 Hrs.)
Relationship between work environments and workers' health. Emphasis on mental, physical and sexual maladies attributable to work environments of white- and blue-collar workers. Includes examination of possible reform, preventative medicine approaches and government involvement.

LAR 441 Radical Social and Political Theory (4 Hrs.)
Ideas and prophetic visions of Herbert Marcuse, Wilhelm Reich and Marshall McLuhan as critics of the technocratic state. Examines validity of critiques and alternative proposals for a radical reconstruction of social life. See POS 427.

LAR 447 Organized Labor and American Politics (4 Hrs.)
Organized labor in national, state and local electoral politics. Examines strategies of lobbying, mass mobilization and political ideology.

LAR 452 State and Local Public Sector Labor Relations (4 Hrs.)
Behavioral, legal, social, political and institutional forces that affect dynamics of labor relations in public employment.

Applications and Alternatives

LAR 461 Labor Union Organizing (4 Hrs.)
Critical analysis of trends in labor union member-

ship, including legal procedures, theories, strategies and techniques of organizing in the public and private sectors.

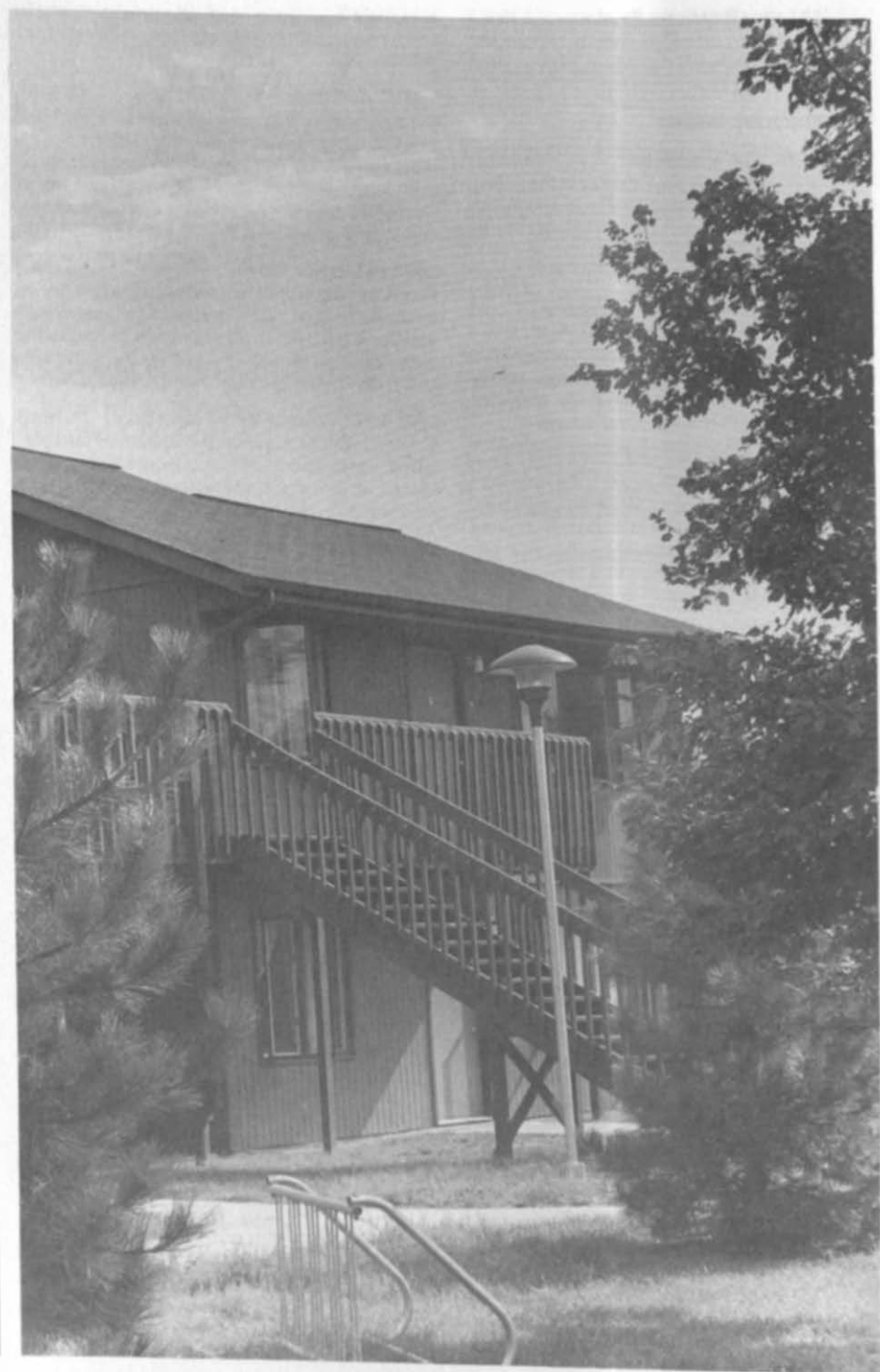
LAR 462 Workplace Democracy (4 Hrs.)
Origins and recent developments in theory and practice of workplace democracy, both in the United States and in other capitalist as well as communist countries. Exploration of such concepts as worker control, worker self-management and economic democracy. See ADP 441.

LAR 463 Labor Law (4 Hrs.)
Practical study of national and state laws governing collective bargaining in both private and public sectors. Includes a thorough discussion of bargaining units, election procedures, unfair labor practices and good faith bargaining. See LES 463.

LAR 464 Contract Administration (4 Hrs.)
Contract administration with emphasis on interpretation, application and impasse resolution techniques of grievance procedures, mediation and arbitration. See ADP 411.

LAR 467 Labor Arbitration (4 Hrs.)
Philosophy and practice of labor arbitration in the unionized private and public work settings. Students develop skills in arbitration practices, research methods, decisionmaking, rules and procedures, selection of arbitrators and construction and presentation of cases in simulated arbitration proceedings. See LES 467.

LAR 470 Special Project (4 Hrs.)
Application of critical theory to a specific, timely problem area announced each time course is offered. May be repeated for indefinite number of credit hours, but topics must differ.



Legal Studies

B.A. (60 Hrs.) M.A. (48 Hrs.)

Faculty — Anne Draznin, Nancy Ford, Dennis Fox, Larry Golden, William Jordan, Frank Kopecky, Pat Langley

Associated Faculty — Cullom Davis, Barbara Hayler, Peter Wenz

Adjunct Faculty — Theodis Lewis, Charles Northrup, Dennis Rendelman

The legal studies program has been approved by the American Bar Association as an educational program for legal assistants.

The Bachelor's Degree

The primary focus of the legal studies program is the study of law as a system of justice, with emphasis on public aspects of the law and on government as a law-making institution. Program objectives are to (1) generate the analytical skills necessary to perceive law as a social phenomenon, (2) develop an understanding of how law is created, (3) impart knowledge in substantive areas of the law, (4) provide clinical educational experience, and (5) perfect skills in legal analysis, research and writing.

The legal studies undergraduate program focuses on law and law-making institutions within the framework of the liberal arts. Students consider law-making institutions and the manner in which these institutions resolve often conflicting policy considerations underlying the law. Foundation courses provide the student with a general and broad perspective of law and serve as bases for specialized courses.

The program also offers courses in technical skills, such as legal research and civil practice, as well as courses in substantive areas of law. These specialized courses are designed to enhance the student's ability to apply knowledge to future career experience.

In addition to traditional classroom work, the program emphasizes extensive use of clinical and experiential education. Students visit legal institutions; engage in

legal problem-solving exercises; speak with judges, lawyers and legal assistants; and work for credit in law-related placements.

Entrance Requirements

The student seeking admission to the legal studies program must meet the university entrance requirement of 60 undergraduate hours, or its equivalent. The program requires no additional application for admission and expects no particular background from the student. Indeed, program faculty anticipate that students will come from a variety of educational backgrounds and work experiences. Applicants should be skilled in oral and written communication, should be interested in some aspect of the legal profession and should expect to engage in a rigorous educational experience.

Advising

Because the legal studies program recommends that required courses be taken in a sequential manner, students should consult with an adviser prior to registration. New students should contact the legal studies program convener by calling the program office; the convener will assign an adviser. Students may select a different adviser at a later date. Students should consult advisers regularly to ensure that studies meet individual educational objectives. To this end, the legal studies curriculum is designed to provide maximum flexibility.

Students are expected to satisfy all program requirements. Required courses are waived only under rare circumstances and,

while a student's adviser may be helpful in identifying situations in which a waiver is appropriate, only the Legal Studies Waiver Committee has authority to grant waivers. To make such a request, the student must obtain a university Student Petition form and submit it to the waiver committee well in advance of the semester in which he or she intends to graduate.

Advisers are responsible for helping students meet closure requirements for graduation.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Students should be aware that required courses are not offered every semester. The program recommends that courses be taken in the semester and year indicated.

Core Courses

LES 301 Introduction to Law (fall, 1st year)	4 Hrs.
LES 302 Seminar on Legal Environment (fall, 1st year)	2 Hrs.
LES 401 Legal Research and Citation (fall, 1st year)	2 Hrs.
LES 402 Legal Research, Analy- sis and Writing (Spring, 1st year)	4 Hrs.
LES 404 Law and Social Order (fall, 2nd year)	4 Hrs.
LES 405 Law and Decision- making (spring, 1st year)	4 Hrs.
LES 415 The American Constitution and Constitu- tional Law (fall, 1st year)	4 Hrs.
LES 452 History of American Law (spring, 1st or 2nd year) or	
LES 456 Law and Literature (fall, 1st or 2nd year) or	
PHI 467 Philosophy of Law	

(spring, 1st or 2nd year)	4 Hrs.
<i>Total Core</i>	<i>28 Hrs.</i>
University Requirements	12 Hrs.
Electives*	20 Hrs.
<i>Total University</i>	<i>32 Hrs.</i>

*In deciding on electives, a student must complete four credit hours from the following: LES 403, 421, 441, 445-449, 463, 465, 466, 468, 469, 471-478, or a related course acceptable to the student's adviser.

Clinical Education/Applied Study Term. Under supervision of the legal studies faculty, students gain on-the-job experience in law-related placements. With special permission a student may take up to 12 hours of applied study; the Career Applied Study Term (CAST) option is available for those already employed in law-related fields.

Communication Skills Requirements. The university requires that students demonstrate proficiency in communication skills before obtaining a degree. To satisfy this requirement, each student's writing skills are initially assessed by instructors in legal studies courses during the student's first semester. Students identified as having writing difficulties work out a plan for improvement with their advisers.

Actual certification of communication skills occurs in LES 402 Legal Research, Analysis and Writing. Students are required to pass the writing portion of the course, and those who do not demonstrate adequate communication skills receive an incomplete until sufficient skill is demonstrated. In some cases, the instructor may require a formal remediation program.

Closure Requirements. Students must complete at least 60 upper-division hours and take required program courses. In addition, degree candidates must satisfy the U.S. and Illinois Constitution requirement and must complete the Graduation Contract.

The Master's Degree

Since the study of law as a social system of justice is the primary focus of the legal studies graduate program, the curriculum places the study of law and law-making

institutions in a broader social context than is generally the case in traditional legal education. Program courses and faculty emphasize law as a human activity rather than as a technical body of language. At the same time the program introduces students to specialized areas of study and seeks to develop analytical thinking, research and writing, and other professional skills needed to pursue a career in a law-related field or to pursue education beyond the master's level. Graduate program objectives are to (1) enhance analytical thinking, legal research and writing, and advocacy skills; (2) generate a sense of law as a value-laden social institution; (3) perfect a thorough understanding of the law-making processes of a particular branch of government; (4) apply skills to substantive and administrative problems which occur in law-related fields; (5) develop the ability to approach and resolve fundamental value, policy and practice issues in law-related fields; and (6) provide opportunities to develop on-the-job experience.

The curriculum is specifically structured to meet the needs of a diverse student body. Required core courses provide students with the opportunity to learn essential concepts and to develop needed skills. Electives give students the opportunity to focus their program to meet individual career goals. The following are four exemplary study areas:

Social Services. This area of study is designed for students currently working in or toward a career in social work, social welfare, counseling or other human services profession. Students may select from a wide range of courses covering legal problems and processes important to development of social policy and delivery of social services.

Public Law/Public Employment. This course of study seeks to equip students with the administrative and legal knowledge and skills needed to pursue careers in a variety of governmental agencies. Students may choose from various substantive law

and public management courses in order to understand the legal and bureaucratic dynamics of public service leadership.

Civil Rights/Liberties. Students enroll in a variety of legal studies and non-legal studies courses that focus on questions of fairness, equality and individual rights; courses in substantive areas that focus on the interests of the poor, racial minorities and women; and courses that provide advocacy, lobbying and/or paralegal skills needed to work in alternative law practices, public interest organizations, neighborhood justice centers and offices which provide legal services to the poor.

Legal Theory. For students interested in theories of law and government, this area of study provides opportunity to examine ethical questions concerning the individual's relationship to the state, the legitimacy of the state, the source and role of law in society and the relationship of law to social change. Legal systems may be studied both historically and comparatively. This area is particularly helpful to those planning to pursue degrees beyond the master's level.

Because many state and federal law-making institutions are located in Springfield, a wide variety of paid internships, fellowships and graduate assistantships are available to legal studies graduate students. Students are also encouraged to take advantage of supervised, on-the-job placements available for graduate credit (see LES 554 Clinical Education).

Entrance Requirements

Students must have a baccalaureate degree to be admitted into the program. No particular undergraduate major is required, and it is anticipated that students will come from a variety of educational and experiential backgrounds. Students seeking admission into the graduate program must meet the university's admission requirements.

Legal studies students are expected to analyze and comprehend complex legal materials; written and oral communication skills are vital. To ensure that all master's

candidates are capable of completing the program, faculty require students to apply for admission to the program as well as to the university. Information on admission requirements and application forms may be obtained from the program convener.

All graduate students, as part of their undergraduate education, must have taken for credit LES 415 American Constitution and Constitutional Law or a comparable course. Students who have not completed the constitutional law requirement should take this course as early as possible in their graduate studies. Credit earned for this course may not be applied toward degree requirements. However, students may petition to establish competency.

Advising

Because the legal studies program recommends that required courses be taken in a sequential manner, students should consult with an adviser prior to registration. New students should consult the legal studies program convener by calling the program office; the convener will assign an adviser. Students may select a different adviser at a later date.

An educational plan consistent with program requirements and individual career goals should be developed with assistance of the adviser at the earliest possible date.

Students are expected to satisfy all program curricular requirements; required courses are rarely waived. While a student's adviser may help identify situations in which a waiver is appropriate, only the Legal Studies Waiver Committee has authority to grant waiver requests. To make such a request, a student must submit a university Student Petition form (available from the adviser) to the waiver committee well in advance of the semester in which he or she intends to graduate.

The adviser is responsible for helping the student meet closure requirements.

Grading

A maximum of four hours of C is allowed in LES course work, and students must have a B or higher average within the program. To encourage students in choosing electives, an additional four hours of C are permitted if an overall B average is attained.

Clinical education courses and tutorials are graded on a credit/no credit basis.

Clinical Education

While not required, graduate students are encouraged to participate in a clinical education experience. Experiential education in a legal setting helps the student develop work skills and can enhance opportunities for future employment.

Since many state and federal governmental offices and courts are located in Springfield, legal studies students enjoy a unique opportunity to gain legal experience in the public arena. Clinical placements include appellate courts, administrative agencies, offices of state and federal attorneys general, legal aid and a variety of public-interest citizen groups.

Graduate students may earn up to eight hours of credit by enrolling in LES 554 Clinical Education. The clinical education experience should be planned in consultation with the student's adviser.

Master's Degree Requirements

Students should be aware that required courses are not offered every semester. The program recommends that courses be taken in the semester and year of graduate study indicated.

Core Courses

LES 401 Legal Research and Citation (fall, 1st year)	2 Hrs.
LES 402 Legal Research, Analysis and Writing (spring, 1st year)	4 Hrs.
LES 501 Legal Studies Colloquium (fall, 1st year)	4 Hrs.

LES 513 Politics, Inequality and the Legal Order	4 Hrs.
LES 587 Public Advocacy (spring, 2nd year)	4 Hrs.
LES 411 Judicial Process or LES 551 Administrative Law or POS 402 Legislative Politics	4 Hrs.
LES 500 Thesis (fall and spring, 2nd year)	4-8 Hrs.
<i>Total Core</i>	<i>26 Hrs.</i>

Electives

In deciding on electives, students must complete four credit hours from the following substantive law courses: LES 403, 411, 441, 445-449, 463, 466, 468, 469, 471-478, 551, 578, 579, or a related course which is acceptable to the student's adviser.

Students must also focus eight hours of electives according to career goals in one of several areas of studies; a list of recommended courses is available from the adviser. Students can satisfy the substantive law requirement by completing a course which also satisfies the study area requirement.

Total *18 Hrs.*

University Requirements

Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<i>48 Hrs.</i>

Closure Requirement

In addition to completing course requirements, each graduate student must complete university requirements for the degree, including the master's thesis and the United States and Illinois Constitution exams. Students should submit a Graduation Contract to their adviser prior to registering for the last semester of study.

Legal Studies Course Descriptions

Both undergraduate and graduate students may enroll in 400-level courses. In most

instances, however, graduate students are held to a higher standard of academic performance and additional requirements may be imposed.

Undergraduate Courses

LES 301 Introduction to Law (4 Hrs.)
Introduction to legal reasoning and legal institutions. Survey of law-making institutions and various substantive areas of the law. Basic legal terminology and concepts stressed.

LES 302 Seminar on Legal Environment (2 Hrs.)
Daily workings of the legal system. Trips conducted to courts, administrative hearings and law offices. Persons employed in the legal system participate in seminars. Readings about law and the legal system discussed.

Undergraduate or Graduate Courses

LES 401 Legal Research and Citation (2 Hrs.)
Explores the principles of legal research into case, statutory, constitutional and administrative law materials. Components of the course include an introduction to the kinds of law books, the use and patterns of law books, and the methods of finding and citing legal materials. Use of research tools such as digests, legal encyclopedias, legal periodicals, government documents, indexes, citators, treatises and social science periodicals related to law is also stressed. Students are introduced to case briefing and complete research and citation exercises.

LES 402 Legal Research, Analysis, and Writing (4 Hrs.)
The course builds upon skills learned in LES 401. Emphasis is on reading, analyzing and applying the law found in the various legal sources. Coverage includes the major kinds of legal writing: case briefs, office memoranda, and court memoranda and briefs. Computerized legal search methods are introduced. Students write legal briefs and memoranda which integrate research, writing and citation skills. Prerequisite: LES 401.

LES 403 Practice Skills: Illinois Civil Procedure for Legal Assistants (4 Hrs.)
Legal skill-building including exposure to interviewing and counseling, legal drafting and legal ethics. Civil trial practice covers pleadings, motions, discovery, pre-trial conference, jury selection, trial protocol and appellate strategies. Learning techniques involve role playing and media demonstrations. Prerequisites: LES 401 and 402.

LES 404 Law and Social Order (4 Hrs.)
Nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from a critical perspective, including relationship between the legal system and justice, fairness and equality.

Particular emphasis on issues of inequality involving race, class and gender. See POS 421, SOA 425 and WMS 445.

LES 405 Law and Decisionmaking (4 Hrs.)

Processes by which statute law and public policy are constructed, interpreted, implemented and evaluated with special emphasis on Illinois criminal justice policy. See SJP 405.

LES 411 Judicial Process (4 Hrs.)

Social science literature on judicial process in the United States, with emphasis on Illinois. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance and criticisms of the process. See POS 417 and SJP 419.

LES 415 The American Constitution and Constitutional Law (4 Hrs.)

The place of the Constitution and Supreme Court in American policy, using both empirical and case materials. Focus on structure and powers of national government, with special emphasis on the Supreme Court as a policy-making institution. See POS 415.

LES 416 The American Constitution and Civil Liberties (4 Hrs.)

Civil liberties constitutional law, with examination of Supreme Court's role in definition and development of civil liberties. Emphasis on Bill of Rights and Civil War Amendments. See POS 416.

LES 421 Judicial Administration (4 Hrs.)

Basic concepts and critical issues in judicial administration. Emphasis on Illinois court system structure and functions in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule making, budgeting, planning and research. See ADP 451.

LES 423 Dispute Resolution (4 Hrs.)

Alternative methods of settling disputes, including arbitration, conciliation and mediation. Emphasis on understanding the processes and the when and how of using alternative techniques. Incorporates hearing simulations and practice skills training. Covers commercial construction, labor, accident claims and international and family disputes.

LES 441 Welfare Law: Law and the Poor (2 Hrs.)

Historical and philosophical bases of welfare law and ways laws affect the poor. In-depth analysis of Illinois welfare law and practice provides basis for exploration of alternatives, with the goal of building a model system.

LES 442 Legal Advocacy for the Elderly (4 Hrs.)

Laws and legal problems having greatest impact on the elderly; analysis of tools and techniques available to the advocate. See GER 442.

LES 445 Housing Law (2 Hrs.)

Styles of life within public-housing programs, laws and legal practices affecting this area, exigencies that prevail, as well as possibilities for future improvements. Includes direct observation and study of landlord and tenant laws and relationships; some direct work with public housing projects and programs.

LES 446 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform and the impact of the women's rights movement. See SOA 454, HDC 446, CFC 446, WMS 446.

LES 447 Women in American Law (4 Hrs.)

Identification of sexism in American law, including constitutional standards of equal protection, impact of the proposed ERA, employment and educational issues, family and procreative concerns, and women and crime. See WMS 447.

LES 448 Juvenile Law (2 Hrs.)

Laws and legal practices governing children and youth, in particular those from poor families who need assistance, wards of the courts and juvenile offenders. Rights of children, youth services available, and institutional practices and laws governing these. Direct observation of systems and practices involving children and youth, both nonoffenders and offenders of the law.

LES 449 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits and pay. Focus on protective labor laws, veteran preference, harassment and due process requirements in employment. See WMS 449 and ADP 452.

LES 452 History of American Law (4 Hrs.)

Historical examination of the professional and constitutional development of law in the United States. Topics include the common-law legacy; substantive and procedural aspects of legal history; jurisprudence; the American lawyer; and interaction of law with American society, thought and politics. See HIS 452.

LES 456 Law and Literature (4 Hrs.)

Individual conscience and the duty to obey and disobey law; nature of political trials; concept of property, especially ownership or exploitation of racial

minorities and women; issues of justice through readings and discussions of literature. See WMS 448.

LES 463 Labor Law (4 Hrs.)

Practical study of national and state laws governing collective bargaining in both private and public sectors. Includes a thorough discussion of bargaining units, election procedures, unfair labor practices and good faith bargaining. See LAR 463.

LES 465 Corrections Law and Advocacy (4 Hrs.)

Emerging law affecting the accused, the prisoner and responsible institutions. Study includes examination of related constitutional issues surrounding pretrial, plea agreement, sentencing, incarceration, parole and probation revocation, and other post-conviction remedies. Emphasis also given to public policy issues surrounding reform and alternatives.

LES 466 Prisoner's Rights (2 Hrs.)

Historical and current cases on prisoner's rights. Includes summary of LES 465, but focuses on the institutionalized inmate and his/her rights; duties of the institution, with special attention to Illinois Department of Corrections; and advocacy of institutional reform.

LES 467 Labor Arbitration (4 Hrs.)

Philosophy and practice of labor arbitration in the unionized private and public work settings. Students develop skills in arbitration practices, research methods, decisionmaking, rules and procedures, selection of arbitrators, and construction and presentation of cases in simulated arbitration proceedings. See LAR 467.

LES 468 Small Business Law (1 Hr.)

Common forms of small business organization, including sole proprietorship, partnership and corporation. Liability, tax, management and formation issues also discussed.

LES 469 Real Estate Law (1 Hr.)

Practical basic introduction to legal matters which routinely occur in transfer of real estate in Illinois, focusing on residential real estate.

LES 471 Probate Law (1 Hr.)

Practical basic introduction to transfer of property between generations as regulated by Illinois law.

LES 472 Street Law: Criminal Rights (1 Hr.)

Legal protections in the criminal area compared to actual practices. Rights in the street, house and car; search and seizure; police visits, arrests and interrogation; jail and bail; traffic, gun and drug violations; court procedures and expungement.

LES 473 Consumer Credit Law (1 Hr.)

Basic practical look at consumer credit issues in Illinois. Special areas include liens, attachment of

property, garnishment of wages, truth in lending, equal credit opportunity, credit reporting and various debtor rights.

LES 474 Law of Evidence (2 Hrs.)

Basic study of rules of evidence for nonlawyers working in lawyer-support or investigatory situations which require basic evidentiary knowledge. Provides practical knowledge of problems faced in investigations with a view toward evidentiary sufficiency and possible admissibility in hearings or trials.

LES 475 Marital Dissolution Law (1 Hr.)

Basic analysis of marital dissolution practice in Illinois, with focus on divorce, custody, support and related issues.

LES 476 Legal Ethics (1 or 2 Hrs.)

Overview of legal assistants and their functions in relation to authorized practice of law. Other topics include legal education and licensing requirements, ethical and unethical conduct by lawyers and non-lawyers, the Code of Professional Responsibility and disciplinary proceedings.

LES 477 Criminal Law and Procedure (4 Hrs.)

Criminal law and criminal procedure at the state and federal level, through case law and policy studies. Includes consideration of constitutional requirements and statutory procedures throughout the criminal justice system. See SJP 417.

LES 478 Substantive Criminal Law (4 Hrs.)

Selected aspects of substantive criminal law and policy, with particular emphasis on Illinois criminal code. Topics include criminal liability and responsibility, constitutional restrictions on definitions of crime, types of crimes and criminal defenses. See SJP 418.

LES 480 Special Topics Seminar (2 or 4 Hrs.)

Intensive examination of selected issues important to study of the legal system. Topics announced each time course is offered. May be repeated for an indefinite number of hours, but particular topic must differ.

LES 486 Legal Aspects of Nonprofit Organization Management (2 Hrs.)

Examines law and its applications in the management of nonprofit organizations. Geared for graduate-level students, experienced professionals or community agency volunteers with little or no formal training in law. See CAM 486.

LES 488 Legal Reporting (4 Hrs.)

Methods and techniques of reporting on activities of courts and other legal institutions. Students analyze substantive issues in law. Several feature-length

articles on law or legal institutions required; articles reviewed for publication through the Illinois State Bar Association.

Graduate Courses

LES 500 Thesis (4-8 Hrs.)

LES 501 Legal Studies Colloquium (4 Hrs.)
Provides a common framework for graduate students in legal studies, focusing on such topics as history and philosophy of justice, law and legal institutions.

LES 504 Graduate Seminar (2-4 Hrs.)
A seminar for second-year graduate students which provides students with an opportunity to build upon and further develop research, writing and analytical thinking skills and to apply these skills to the resolution of current substantive legal problem(s) or issue(s) in such a way that the relationship of law to society and to social change is heightened. Seminar design varies with instructor.

LES 513 Politics, Inequality and the Legal Order (4 Hrs.)
Exploration of inequality in the American political and legal system; nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from the critical perspective, including relationship between the legal system and justice, fairness and equality. Issues of inequality, race, class and gender will be stressed. See POS 513.

LES 522 Helping Professions and the Law (4 Hrs.)
Helping professions and network of legal regulations and proscriptions, including legal responsibility, malpractice, privacy, confidentiality, torts and licensure. Attention to recent changes in the law. See CFC 522.

LES 551 Administrative Law (4 Hrs.)
Legal foundation of administrative powers and limitations; study of delegation of administrative power, administrative discretion, legislative and executive controls and legal restraints; types of administrative action and enforcement, administrative remedies and judicial review of administrative action. See ADP 551.

LES 554 Clinical Education (4-8 Hrs.)
Work experience in a legal setting. Placement arranged and supervised by student's adviser or pro-

gram's clinical educational instructor. Credit/no credit only.

LES 578 Advanced Legal Research and Writing (2 or 4 Hrs.)
As a class, students select and research in-depth current legal problems and issues. Increased emphasis placed on analytical thinking and writing skills. Students may write legal memoranda or law-related articles. Prerequisite: LES 401 and 402, or equivalent experience. See ADP 552.

LES 579 Legal Drafting (2 or 4 Hrs.)
Students build upon legal research and writing skills by learning to read, analyze and draft legislation and administrative rules and regulations. Students also learn to draft pleadings and legal instruments. Prerequisite: LES 401 and 402, or equivalent experience.

LES 587 Public Advocacy (4 Hrs.)
Focus on skills, methods and strategies of institutional advocacy. Students study the role and uses of effective advocacy, both written and oral, through structured readings and use of various advocacy techniques in a variety of posited situations. Topics of current interest that are allied to students' thesis research topics will be emphasized. Prerequisite: LES 401 and 402, or equivalent experience and consent of instructor.

LES 599 Tutorial (4 Hrs.)
Independent study, structured readings or research in fields of legal studies and administration of justice. Maximum of 8 hours may be earned. Credit/no credit only.

The following courses are recommended to Legal Studies students.

ACC 424 Commercial Law
ADE 503 School Law
CFC 438 Children and the Law
ENS 488 Environmental Law and the Citizen
HSA 458 Health Law
PHI 461 Law, Justice and Power
PHI 465 Moral Issues in the Law: Economic Justice
PHI 467 Philosophy of Law
POS 418 Rights in Theory and Practice

Management

B.A. (60 Hrs.)

Faculty — Alfred S. Arkley, Rodney Dinges, Dyanne Ferk, Gareth Gardiner, George Gruendel, Harriet Kandelman, Tim Miller, Donald Vanover, Joseph Wilkins

The management program prepares students for a life-time career in management. The curriculum is based on the premise that managers of business, government and nonprofit organizations face similar management problems and thus need the same core of management knowledge and skills to be effective.

The curriculum has three components: management core, liberal studies and electives.

Management core includes courses that comprehensively cover the theories and practices of effective management of all types of organizations.

Liberal studies includes upper division courses in the social sciences, humanities and natural sciences.

Electives include a series of courses that form a coherent area of study. This series can be designed by the student with his or her adviser or can be one offered by other programs.

Advising

After entering the program, students should select an adviser from the management faculty. Prior to that time, assistance may be sought from the program convener. Actual planning of each student's baccalaureate curriculum is a joint responsibility of the student and the adviser.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Management Core	28 Hrs.
Liberal Studies	6 Hrs.
Electives	14 Hrs.
University Requirements	<u>12 Hrs.</u>
<i>Total</i>	<i>60 Hrs.</i>

Liberal Studies

The purpose of this requirement is to insure that each student *exceeds* the university requirements in the liberal arts by completing two upper division courses beyond the university requirements. Liberal studies includes courses in social sciences, humanities and natural sciences.

Electives

The electives allow the student to specialize in an area of study that is appropriate to his or her career goals. For some it will be further study in some management-related area; for others it will be further study in a non-management field so that he or she will be able to better relate management to societal concerns.

The adviser will approve the student's electives. It will be either a series of courses designed by the student and adviser or a series of courses offered by another program.

Management

Course Descriptions

MANAGEMENT CORE

MGT 311 Management Skills and Organizational Behavior (4 Hrs.)

Theories and applications of managerial functions, roles and skills as related to organizational behavior

and theories. Topics include planning, organizing, directing, controlling, communication, motivation, leadership, group dynamics and decisionmaking.

MGT 322 Managers, Power and Organizations (4 Hrs.)

Theories and applications of power as related to the management of organizations. Power, negotiation, and conflict management theories and skills are utilized in power simulations. Simulation activity fee may be required.

MGT 431 Human Resource Management (4 Hrs.)

Theories and applications of the management of human resources in organizations. Topics include human resource planning, recruitment, selection, training, performance appraisal, union-management relations and compensation. Prerequisite: MGT 311.

MGT 441 Managing Organization Development (4 Hrs.)

Theories and applications of organization change and development as related to the management of organizations. Topics include diagnosis, strategies, interventions, group development and team building. Prerequisite: MGT 311.

MGT 461 Designing Effective Organizations (4 Hrs.)

Theories and applications of organization theory relative to the design of organizational structure. Topics include organizational analysis, culture, bureaucracy and relationship of technology to organization structure. Prerequisite: MGT 311.

MGT 471 Managers, Organizations and External Environment (4 Hrs.)

Theories, models and applications of the management of organizations as related to the external environment, e.g., social responsibility and ethics. Prerequisite: MGT 311.

MGT 487 Leadership and Strategy: The Capstone (4 Hrs.)

Leadership theories and applications as related to the development of strategic policy for the management of organizations. This course is usually taken in the student's last semester. Prerequisites: MGT 431, MGT 441, MGT 461 and MGT 471.

MANAGEMENT ELECTIVES

Human Resources

MGT 421 Wage and Salary Administration (4 Hrs.)

Basic job evaluation systems, approaches to employee evaluation, wage surveys and the pricing of jobs, legislation affecting pay, job analysis and writing of job descriptions, group and individual incentives, and facets of fringe-benefit packages.

MGT 423 Labor Management Relations (4 Hrs.)

Behavioral, economic, social, political and institutional forces affecting character and quality of employer-union-management relationships and objectives in both public and private employment. See LAR 423.

MGT 424 The Public Personnel Executive (4 Hrs.)

Management of personnel in the public sector, with emphasis on features unique to public service. Topics include rise of the merit system, collective bargaining in public service and civil service reform, employee classification and training.

MGT 425 Management Development and Training (4 Hrs.)

The theory, concepts and applications of management development and training as related to organizational behavior and organization theory. Topics include adult learning theory, management skills, workshop design, training techniques, training evaluations and organization development.

Communications

MGT 462 Managerial Communication in Public Relations (4 Hrs.)

Current methods of dissemination of public information as practiced by business, government, industry, educational and social organizations; role responsibilities of information officers in private and public sectors.

MGT 463 Report Writing for Managers (2 or 4 Hrs.)

Develops expertise in report writing according to individual needs. Emphasis on techniques of planning, organizing, writing and editing.

Policy

MGT 473 Ethical Issues in Business and Management (4 Hrs.)

Controversial issues in business management related to fundamental disputes in ethics and social philosophy. Students examine their own and others' views and values, with attention to the moral ambiguities of contemporary professional life. Topics include the place of the profit motive in business, truth in advertising, governmental regulation and environmental protection. See PHI 445.

MGT 474 Leadership and Motivation (4 Hrs.)

Major leadership theories, characteristics of leaders, leadership styles, delegation, decisionmaking, communication and subordinate development examined. Motivational methods and techniques studied as potential tools for those assuming leadership roles.

MGT 475 Corporate Social Responsibility

(4 Hrs.)

Relationship of business and the extramural social system. Broad areas covered include business giving, consumerism, ecology, community needs, labor relations, stockholder relations, minorities, government relations and educational and economic activities.

MGT 479 Legal Environment of Organizations: Social and Economic Implications

(4 Hrs.)

Exercise of administrative, legislative and judicial power in regulating activities of public and private organizations. Examines present regulatory techniques for mergers, monopoly power and unfair trade practices.

General Courses

MGT 485 Career Planning and Development

(2 Hrs.)

Selection of a career, entry into an organization and subsequent effects of the organizational environment. Anticipates possible factors which may influence career development.

MGT 486 Group Management Techniques: Quality Circles

(2 Hrs.)

Background and characteristics of quality circles, with description of techniques used to establish and maintain an effective circle. Attention given to the management context in which circles operate — industry, government, education and health care.

MGT 489 Managing the Community/Nonprofit Organization

(4 Hrs.)

Overview of management field as it pertains to community organizations, including communication, development of professional and non-professional staff, budgeting and marketing not-for-profit organization. Focus orients participants to managerial environments of organizations and provides experimental opportunities to develop managerial skills. See GER 489.

MGT 490 Topics in Managerial Concepts and Skills

(1-4 Hrs.)

Each topic covers a different managerial concept and includes an intensive workshop.

Practicum/Internships

MGT 480 Management Practicum/Internship

(2-6 Hrs.)

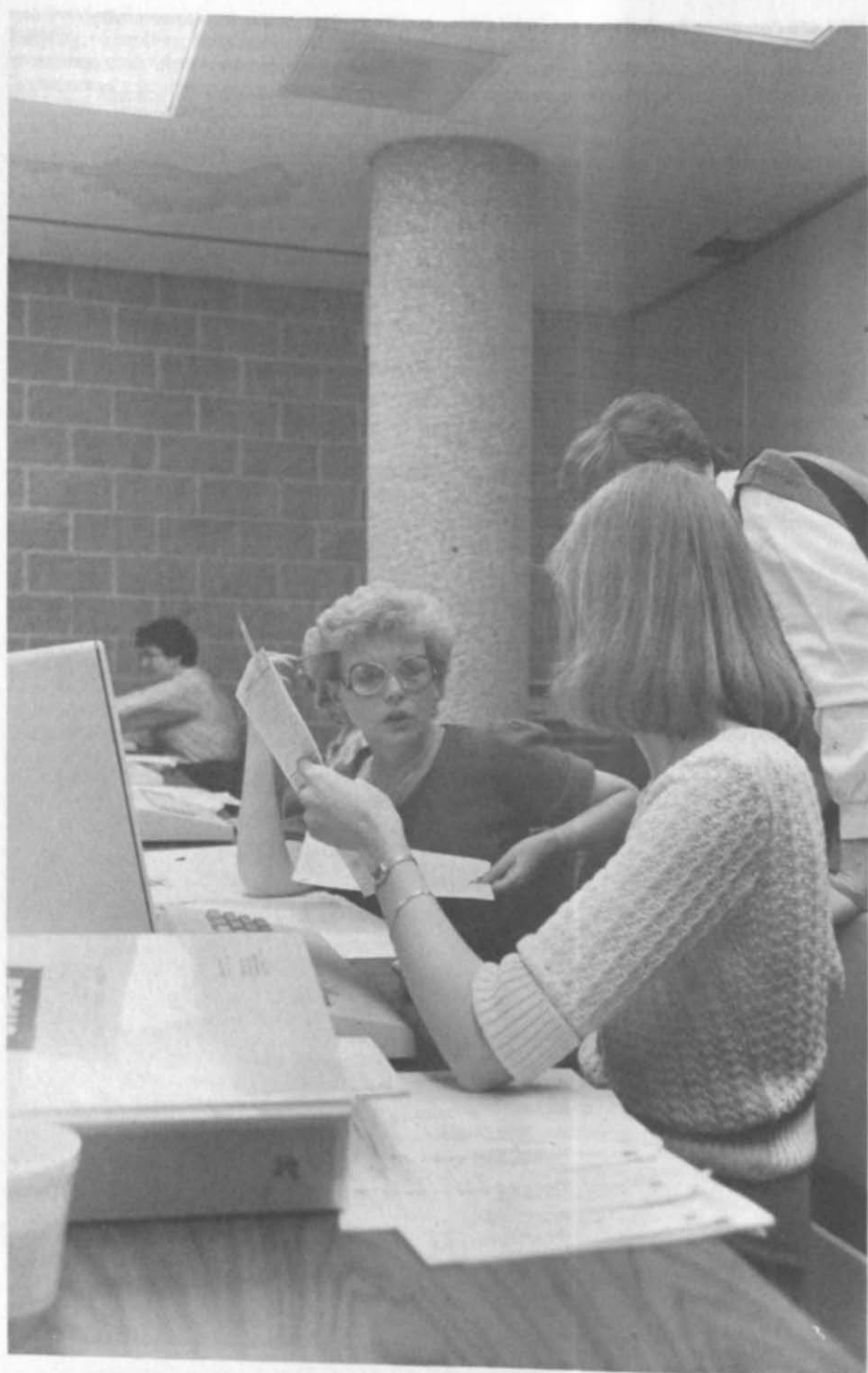
Provides students the opportunity either to complete an internship or develop a project or problem-solving exercise within an external organization. Options are based on mutually approved performance contract between student, field supervisor and management program. May be waived under exceptional circumstances. MGT 480/481 satisfies Applied Study Term requirements.

MGT 481 Management Practicum/Internship Seminar

(2 Hrs.)

Seminar component of practicum/internship; must be taken with MGT 480.





Management Information Systems

M.A. (48 Hrs.)

Faculty — Pi-Sheng Deng, Rassule Hadidi, Revathi Iyengar

Associated Faculty — David O'Gorman

The management information systems (MIS) master's curriculum, which is administered by the School of Business and Management, is designed to provide both technical expertise in computer-based information systems and an ability to design and manage systems which provide management with needed information for decision-making.

Specifically, the MIS curriculum is designed (1) to provide students with the analytical and creative framework and methodology necessary to analyze, design, implement and manage complex information/decision support systems in contemporary organizational structures; (2) to demonstrate the principles necessary for understanding basic computer hardware and software systems and packages in order to insure the data quality, transmission, processing and storage necessary to facilitate organizational decisionmaking and general operations; (3) to provide high-level competencies in applying systems analysis and systems design strategies and techniques in realistic marketplace environments.

With the complexity of informational needs and the complexity of computer systems, and with increasing utility of microcomputers and packaged software, today's organizations require a variety of new experts: information systems managers, systems analysts and designers, applications programmers, data base administrators, communication analysts and systems librarians. Expectations are, moreover, that developments in the next few years will demand MIS expertise of any professional administrator/manager who wishes to be

competitive in his/her particular field. Although some positions necessitate more technical expertise than others, all require a balance between technical knowledge and organizational knowledge. The management information systems degree is designed to provide this balance for a variety of professional environments.

In addition, the MIS curriculum includes four courses designed to bring basic information systems expertise to students in other degree programs, such as business administration, public administration, health services administration, accountancy, economics and mathematical sciences. These courses, which are considered electives and may be taken in total or in part, are MIS 502 Structure of Computer Systems, MIS 513 Management Information Systems, MIS 523 Managerial Decision Support Systems and MIS 531 Strategic Decision Support Systems. MIS 502, MIS 513 and MIS 523 are also open to seniors in undergraduate programs.

The MIS program offers two service courses for undergraduate students: MIS 322 Structured Programming in COBOL and MIS 342 Learning and Using Lotus 1-2-3.

Entrance Requirements

In addition to university graduate admission requirements, majors must have completed the equivalent of two semesters of accounting, or ACC 421 Administrative Uses of Accounting Information; one semester of either finance, marketing or production/operations management; and one semester of statistics (such as MSY 323 Statistical Analysis or ECO 313 Statistics

for Business and Economics) and competency in a structured high-level programming language, either through course work or practical experience.

Students work closely with an academic adviser who teaches in the program. The overall objective is to achieve the balance between technical knowledge and organizational knowledge that characterizes MIS expertise. Students may select electives based upon their background and interest. All electives must be approved by the faculty adviser.

Matriculation Requirements

1. Selection or assignment of a management information systems faculty adviser.
2. Fulfillment of all the prerequisites for the MA degree in MIS.
3. Receiving a B average in MIS 502, MIS 513 and MIS 523.

At least 24 hours of the courses required for the degree must be completed following matriculation into the program.

Communication Skills

Ability to communicate is central to the MIS expert and students should expect that writing and speaking skills will be an essential requirement in all MIS courses. Entering students are required to pass a diagnostic writing examination administered by the Learning Center. Students with deficiencies in writing may be required to take ENG 375 Expository Writing or COM 309 Writing Laboratory.

Closure Requirement

All MIS graduates must complete MIS 583 Graduate Project and Seminar or MIS 585 MIS Thesis and Seminar. The nature of the project is contingent on the individual's career goals and may or may not include a practicum experience. Projects may involve, for example, design/analysis of an information system for an existing organizational need; development of one or more data bases for a potential organizational need; analysis of managerial needs or uses

for information that is accessible in an existing data base; or analysis, design, security and management of networks.

Program Requirements

ACC 506 Accounting Controls for MIS	4 Hrs.
MIS 502 Structure of Computer Systems	4 Hrs.
MIS 513 Management Informa- tion Systems	4 Hrs.
MIS 523 Managerial Decision Support Systems	4 Hrs.
MIS 531 Strategic Decision Support Systems	4 Hrs.
MIS 542 Management of Data Base Systems <i>or</i>	
MSY 572 Database Management	4 Hrs.
MIS 552 Systems Analysis and Design	4 Hrs.
MIS 583 Graduate Project and Seminar <i>or</i>	4 Hrs.
MIS 585 MIS Thesis and Semi- nar*	8 Hrs.

Approved course in Organiza-
tional Dynamics such as BUS
541 or ADP 502

Two approved electives* 8 Hrs.

Total Degree Requirements: 44 Hrs.

University Requirements

Public Affairs Colloquia 4 Hrs.

Total: 48 Hrs.

*Those who write a thesis are not required to complete one of the approved electives.

Students who have equivalent experience in all but MIS 583 or MIS 585 may substitute an approved elective but must complete 48 hours for the degree.

Grading Policy

MIS program majors must maintain a 3.0 grade point average in all MIS degree requirements. Two successive semesters of probation may lead to a one-year suspension. One C in an MIS course is acceptable.

Special Facilities

Sangamon State University features an outstanding variety of interactive and batch-processing computer systems — including access to an IBM 3081, a Unisys minicomputer, an HP-3000 and numerous, IBM microcomputers. Several campus computer laboratories in various locations are open seven days a week.

Management Information Systems

Course Descriptions

MIS 502 Structure of Computer Systems (4 Hrs.)

Comparative study of operating systems, computer architecture, data communications, high-level languages, systems design and technological trends. Open to non-majors.

MIS 513 Management Information Systems 4 Hrs.

Provides a foundation for understanding and analyzing information in organizations. Fundamental concepts of systems and information are covered. Topics include computer-based information systems, user requirements, and analysis and specification of systems requirements, life cycle and security. Open to non-majors.

MIS 523 Managerial Decision Support Systems (4 Hrs.)

Understanding and applying systems that support management decision processes. DSS technology and applications, DSS generators, operations research methods, hands-on experience with several DSS tools and generators.

MIS 531 Strategic Decision Support Systems (4 Hrs.)

Theoretical and practical aspects of collecting and interpreting strategic information and using the results in organizational decisionmaking. Includes computerized and noncomputerized sources of external data, selection and reprocessing of internal data, alternative means of storage and retrieval and effective utilization of information in dynamic strategic decision processes. Open to non-majors.

MIS 542 Management of Data Base Systems (4 Hrs.)

The management of data base systems within organizational settings. Includes features of data base management systems, various data models, data base schema design, normalization, relational

algebra, relational calculus, SQL, query optimization and various indexing techniques. Prerequisite: MIS 502.

MIS 552 Systems Analysis and Design (4 Hrs.)

System life cycles, including planning requirements, analysis, components acquisition, installation, maintenance, enhancement and evolution; emphasis on distributed systems, prototyping and case tools. Individual and/or team project involving reports and walk-throughs. Prerequisites: MIS 502, MIS 542 and ACC 506, or equivalent.

MIS 562 Expert Systems (4 Hrs.)

Equips students with fundamental skills needed in utilizing expert-system shells to design expert systems applications. Covers topics such as knowledge representation for expert systems, conflict resolution, reasoning control mechanisms, models for inexact reasoning and certainty factors.

MIS 564 Telecommunications (4 Hrs.)

The principles and applications of telecommunications are emphasized. The technical and managerial aspects of telecommunications within a business are covered. International standardization efforts are introduced and the development of local and public networks are compared. LANs and PBXs standards, implementations and performance are compared. Other topics include comparison between voice and data traffic and between analog and digital transmission methods; integration of voice, data, facsimile and video. Prerequisite: MIS 502.

MIS 570 Topics in Management Information Systems (1-4 Hrs.)

An advanced topic from the current literature of MIS. May be repeated for an indefinite number of hours, but particular topics must differ.

MIS 583 Graduate Project and Seminar (4 Hrs.)

Closure experience involving an advanced problem or need in MIS; may or may not involve a practicum. For project examples, see "Closure Requirement" section. Project topic must be approved in advance by the MIS Program Committee; written report and oral presentation required. Students are required to participate in a regularly scheduled seminar. The seminar will cover the process of project design and methods in MIS. Course may be repeated but only four hours may be used to satisfy degree requirements. Prerequisite: Permission of instructor.

MIS 585 MIS Thesis and Seminar (8 Hrs.)

Academic study of a student-selected topic in MIS which involves a survey of relevant literature and empirical analysis. Thesis topic must be approved in advance by the MIS Program Committee; written report and oral presentation required. Students are required to participate in a regularly scheduled

seminar. The seminar will cover the process of conducting research in the field of MIS. Phases of the research process are covered. Course may be repeated but only eight hours may be used to satisfy degree requirements. Prerequisite: Permission of instructor.

**ACC 506 Accounting Control for
MIS (4 Hrs.)**

A study of accounting system design considerations and the use of accounting as a means of organizational control. Topics include internal control, accounting systems life cycle, cost of capital, capital budgeting, operational budgeting, responsibility accounting systems, break-even analysis and cost accounting systems. Prerequisites: ACC 421, BUS 541 or ADP 502, or equivalent.

SERVICE COURSES

**MIS 322 Structured Programming
in COBOL (4 Hrs.)**

Comprehensive course in COBOL programming.

The concept of structured programming is used in practical exercises involving COBOL programming. Techniques of sequential, indexed sequential and direct access of tape and disk files and major advanced COBOL programming techniques are covered. This is an intensive programming course in COBOL and requires a large amount of outside classroom programming. Prerequisite: High school algebra.

**MIS 342 Learning and Using
Lotus 1-2-3 (2 Hrs.)**

Designed for individuals interested in learning and using the Lotus 1-2-3 software package. Emphasis is placed on applications development and uses of the software as a decisionmaking tool. Considerable time in the microcomputer lab is required.



Mathematical Sciences

B.A. (60 Hrs.) M.A. (32 Hrs.)

Faculty — Richard Brewer, Joseph Ladalla, Rense Lange, Robert C. Meeder, Mary Patton, Larry Stonecipher, Chung-Hsien Sung, I-Hsing Tsao, Mary Kate Yntema

The Bachelor's Degree

To meet ever-increasing demands for diverse quantitative skills, the mathematical sciences program offers two degrees: the bachelor of arts in computer science and the bachelor of arts in mathematical sciences. The degree in computer science is described in detail in the computer science section of this catalog.

The bachelor of arts in mathematical sciences is designed to prepare students for careers using mathematics and statistics in teaching, research, industry, insurance and management or for graduate work in mathematical sciences or related fields. By making different choices for technical electives students can prepare for a wide variety of careers. Those who plan to teach mathematics or work in engineering or the physical sciences should choose mathematics courses. Those who wish to apply mathematical methods to life sciences, social sciences or business fields should choose statistics or operations research courses. Any of these choices provide excellent preparation for graduate work in fields using quantitative methods, such as accountancy, biology, business, economics, education, environmental science, health sciences, physics, psychology and sociology.

Advising

Prior to registering for the first time, the student should discuss an appropriate course of study with a member of the mathematics faculty. After classes begin, students are urged to choose a permanent adviser as soon as possible.

Entrance Requirements

A. Admission to the university.

B. Matriculation into the mathematical sciences program. Requirements for matriculation are (1) selection or assignment of a mathematical sciences faculty adviser; (2) completion of calculus, including differentiation, integration and convergence of series (usually three semesters of work). Differential and integral calculus must be completed before taking MSY 425; (3) ability to program in BASIC, FORTRAN, PL/I, Pascal or C. (Students without programming knowledge may take MSU 416 Introduction to Computers and Programming or MSY 371 Introduction to Programming in Pascal, but may not count these courses as part of the hours needed for graduation.); (4) enrollment in MSY 300 Writing Skills; and (5) completion of the B.A. matriculation form.

NOTE: Courses taken to satisfy matriculation requirements are not counted as part of the 60 credit hours needed for graduation. Students may begin work toward a degree before matriculation into the program, but the above requirements should be completed as soon as possible. At least 16 semester hours of MSY courses needed for graduation must be taken after matriculation.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas. The distribution (not specific courses) for an individual student is determined by student and adviser with approval of the mathematical sciences program. The determination must be made before the student completes 30

semester hours of upper division work. The student chooses the specific courses within the agreed upon distribution.

Program Requirements

Requirements for the B.A. in mathematical sciences are distributed as follows:

Communication Skills Requirement

MSY 300 Writing Skills 0 Hrs.

Required Mathematical Sciences

Courses

MSY 312 Linear Algebra 4 Hrs.

MSY 415 Advanced Calculus 4 Hrs.

MSY 424 Regression Analysis 4 Hrs.

MSY 425 Math Statistics I 4 Hrs.

MSY 441 Operations Research

Methods 4 Hrs.

Total Required MSY 20 Hrs.

Other Requirements

MSY electives 12 Hrs.

University Requirements 12 Hrs.

General Electives 16 Hrs.

Total Other 40 Hrs.

Total 60 Hrs.

All United States residents must pass the U.S. and Illinois Constitution exams unless they have already completed the test, or its equivalent, at the collegiate level.

Credit/No Credit

Required MSY courses and MSY electives must be taken for a letter grade. The credit/no credit option is not acceptable.

Technical Electives

These 12 hours may not include more than four hours of computer courses and those hours may not be in introductory computer programming.

By careful choice of MSY electives students may concentrate in mathematics, statistics or operations research. Those planning to teach mathematics must take MSY 413 Modern Algebra and MSY 416 Geometry. Those specializing in statistics should take MSY 426 Mathematical Statistics II among their MSY electives. Those wishing to take actuarial examinations should take

MSY 427 Actuarial Probability and Statistics. Those concentrating in operations research should choose MSY 445 Linear Programming and MSY 447 Systems Simulation.

Recommended MSY Course Sequence

Semester 1: MSY 312 and MSY 425

Semester 2: MSY 424 and four hours of MSY electives

Semester 3: MSY 415 and MSY 441

Semester 4: Remaining eight hours of MSY electives.

General Electives

Students should take note of the fact that there are limitations on the use of certain courses for general elective credit. This category of courses includes MSY, MSU and other non-MSY courses which contain mathematics or computer-related content. All courses in this category require prior written approval. For procedures, students should consult their advisers. A partial list of these courses is available at the mathematical sciences program office.

Communication Skills

In mathematical sciences, students satisfy the university communication skills requirement by completing MSY 300 Writing Skills. This course should be taken during the student's first semester at Sangamon State, as it is a requirement for matriculation into the program.

Double Major in Computer Science and Mathematical Sciences

For a double major, students must satisfy the entrance requirements for both computer science (p. 117) and mathematical sciences (p. 197). The matriculation course requirements are (1) completion of calculus, including differentiation, integration and convergence of series (usually three semesters of work); (2) ability to program in Pascal; (3) assembly language pro-

gramming or linear algebra*; (4) enrollment in MSY 300 Writing Skills; (5) completion of B.A. Matriculation Form.

NOTE: Courses taken to satisfy matriculation requirements are not counted as part of the 76 credit hours needed for graduation. Students may begin work toward a degree before matriculation into the program, but the above requirements should be completed as soon as possible. At least 16 semester hours of MSY courses needed for graduation must be taken after matriculation.

Communication Skills Requirement

MSY300 Writing Skills 0 Hrs.

Required Computer Science and Mathematical Sciences Courses

MSY302 Discrete Mathematics 4 Hrs.

MSY312 Linear Algebra* or
MSY373 Assembly Language
Programming* 4 Hrs.

MSY375 Advanced Program-
ming in Pascal 4 Hrs.

MSY415 Advanced Calculus 4 Hrs.

MSY424 Regression Analysis 4 Hrs.

MSY425 Mathematical
Statistics I 4 Hrs.

MSY441 Operations Research
Methods 4 Hrs.

MSY471 Data Structures and
Algorithms or

MSY472 Introduction to File
Organization & Database 4 Hrs.

MSY473 Structure of Program-
ming Languages or

MSY474 Introduction to
Systems Programming &
Operating Systems 4 Hrs.

Total Required MSY Courses 36 Hrs.

Other Requirements

MSY Electives 16 Hrs.

University Requirements

General Electives 12 Hrs.

Total Other 40 Hrs.

TOTAL 76 Hrs.

*The student must complete both linear algebra and assembly language programming. One of these two courses satisfies the

entrance requirement, the other satisfies the degree requirement. General electives are limited in the same ways they are for the single majors.

The Master's Degree

Candidates for the master of arts degree in mathematical sciences may concentrate in statistics and mathematics or in computer science. Candidates may also design an individualized degree by combining elements from mathematics, statistics, operations research and/or computer science, or by combining elements from mathematical sciences with related course work from other university programs. Individualized concentrations must be approved by the Mathematical Sciences Program Committee.

The statistics and mathematics concentration emphasizes applications and theory. Statistics is widely used in business and public agencies. Mathematics provides flexibility for the students who plan to teach.

The computer science concentration is oriented toward software rather than hardware and is most appropriate for candidates interested in the design of computer systems and in analyzing and implementing systems programs. The curriculum integrates an outstanding variety of interactive and batch-processing systems.

Entrance Requirements

Beginning graduate students with bachelor's degrees from accredited colleges and universities are eligible to apply for admission to graduate study in one of the concentrations of mathematical sciences.

For full admission, applicants must complete the undergraduate work specified for their concentration and pass the Communications Skills Test or, for international students, the English as a Second Language Proficiency Test. Applicants with an undergraduate grade-point average (GPA) below 2.5 on a scale of 4.0 must receive a cumulative GPA of 3.0 or better in

their first eight hours of graduate course work before they will be considered for full admission.

Grading Policy

Master's candidates must maintain a grade point average of 3.0 or better for courses to be counted toward the 32 hours of degree requirements. Grades below 3.0 in MSY courses must be counterbalanced by grades above 3.0 in MSY courses of the same level or higher. In keeping with university policy, graduate students enrolled in 400-level courses as part of their degree requirements should expect to have additional demands placed upon their performance.

Special Facilities

Sangamon State University features an outstanding variety of interactive and batch-processing computer systems and equipment. There are several student computer laboratories which are open most of the time, including weekends and most vacation days. Students have access to an IBM 3081, a UNISYS 5000/90 and IBM microcomputers. Students may gain hands-on experience with the MS DOS, IBM-VM-CMS and UNIX operating systems.

Statistics and Mathematics Concentration

Conditions for Full Admission

A. Passing the Communications Skills Test or, for international students, the English as a Second Language Proficiency Test.

B. Completing undergraduate preparation. Candidates lacking proper undergraduate background may make up deficiencies by obtaining a grade of 2.0 or better in the courses listed here in parentheses or may demonstrate competency by passing a proficiency examination. Background courses needed to fulfill conditions for full admission are not counted as part of the 32 hours of graduate work required for

the degree. They should be completed as soon as possible, since no more than 16 hours of MSY graduate courses may be taken prior to full admission. (1) *Mathematics*: linear algebra (MSY 312) and advanced calculus (MSY 415); (2) *Statistics*: mathematical statistics (MSY 425); (3) *Computer Programming*: ability to program in BASIC, FORTRAN, PL/I, C or Pascal (MSY 371 or MSU 416); (4) *an additional 12 semester hours* of upper-division work in mathematical sciences.

Degree Requirements

Mathematical Sciences Courses (MSY)

28 Hrs.

These must include the following, and no more than 16 hours of the 28 may be taken before the student is fully admitted to mathematical sciences (Except for MSY 587 and MSY 588 or MSY 589, all of these courses must be taken for a letter grade, not for credit/no credit.): (1) at least 16 hours at the 500-level, including one hour of MSY 587 Pre-Project Seminar and either three hours of MSY 588 Graduate Project, or seven hours of MSY 589 Thesis; (2) at least eight hours of statistics including MSY 426 Mathematical Statistics II if not completed previously, or eight hours of mathematics. (Any hours at the 500-level also count as part of required 500-level work.)

Public Affairs Colloquia

4 Hrs.

Total

32 Hrs.

Computer Science Concentration

Conditions for Full Admission

A. Passing the Communication Skills Test or, for international students, the English as a Second Language Proficiency Test.

B. Completing undergraduate preparation. Candidates lacking proper undergraduate background may make up deficiencies by obtaining a grade of 2.0 or better in the courses listed in parentheses or may demonstrate competency by passing a

proficiency examination. Background courses needed to fulfill conditions for full admission are not counted as part of the 32 hours of graduate work required for the degree. They should be completed as soon as possible, since no more than 16 hours of MSY graduate courses may be taken prior to full admission. (1) Two semesters of calculus, or the equivalent of MSU 315 and MSU 316 Applied Analysis I and II; (2) discrete mathematics (MSY 302); (3) linear algebra (MSY 311 or MSY 312); (4) calculus-based statistics course (MSY 323 or MSY 425); (5) ability to program in assembly language (MSY 373); (6) advanced programming in Pascal (MSY 375); (7) computer organization (MSY 376); (8) two of the following courses, or their equivalent: MSY 471 Data Structures and Algorithms, MSY 472 Introduction to File Organization and Database, MSY 473 Structure of Programming Languages and MSY 474 Introduction to Systems Programming and Operating Systems; (9) an additional eight hours of upper-division work in mathematical sciences.

Degree Requirements

Mathematical Sciences

Courses (MSY)

28 Hrs.

These must include the following (Except for MSY 587 and MSY 588 or MSY 589, all of these courses must be taken for a letter grade, not for credit/no credit.): (1) Completion of those courses from among MSY 471, MSY 472, MSY 473 and MSY 474 which were not taken as part of undergraduate preparation. No more than two of these courses may count toward the degree. (2) Selection of two areas of specialization as evidenced by the completion of two 500-level computer science courses selected from MSY 572 Data Base Management, MSY 573 Compiler Construction, MSY 574 Operating Systems, MSY 578 Software Engineering or MSY 579 Advanced Artificial Intelligence. (3) One hour of MSY 587 Pre-Project Seminar and three hours of MSY 588 Graduate Project, or seven hours

of MSY 589 Thesis. (4) Technical electives which may include MSY courses or other computer-related courses approved by the Mathematical Sciences Program Committee.

Public Affairs Colloquia

4 Hrs.

Total

32 Hrs.

Mathematical Sciences

Course Descriptions

Courses with the prefix MSY are designed for majors. Those designated MSU are service courses for majors from other fields and, in general, do not require a special background in mathematical sciences.

Prerequisites for MSY courses must have been met no more than seven years prior to enrolling in these courses. Students who have taken prerequisite courses more than seven years prior to enrollment will be required to obtain the permission of the instructor (WPI).

MSY 300 Writing Skills

(0 Hrs.)

Evaluation of writing skills for mathematical sciences students through: 1) passing a diagnostic test administered by the program; 2) completion of COM 309 Writing Laboratory or ENG 375 Expository Writing; 3) completion of a program to improve writing skills given by the Learning Center; or 4) passing the ESL Proficiency Test (applies to international students only). MSY 300 should be taken during the student's first semester of study. For more information consult program faculty.

Mathematics Courses

MSY 302 Discrete Mathematics

(4 Hrs.)

Topics include sets, functions, relations; propositional and predicate logic, including truth tables and valid reasoning; Boolean algebra, minimization with Karnaugh maps and Quine McClusky method; systems of numbers; integral, rational, real, modular arithmetic, different bases and complementary number systems; mathematical induction; recurrence relations; graph theory; and automata theory.

MSY 311 Linear Systems

(4 Hrs.)

An applied course using systems of linear equations, matrix manipulations, determinants, inverses, vectors, linear transformations, eigenvalue problems and some applications. Credit is not given for both MSY 311 and MSY 312.

MSY 312 Linear Algebra (4 Hrs.)

A theoretical course involving systems of linear equations, matrices, vectors in 2-space and 3-space, vector spaces, linear transformations, eigenvalues and eigenvectors, diagonalization and canonic forms. Prerequisite: Two semesters of calculus. Credit is not given for both MSY 311 and MSY 312.

MSY 400 Topics in Mathematics (1-4 Hrs.)

Various topics; description changes according to topic offered. Subjects may be chosen from areas such as geometry, analysis, algebra, logic or topology. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 413 Modern Algebra (4 Hrs.)

Theory of groups, rings and fields including subgroups, ideals, quotient algebras, homomorphisms and isomorphisms.

MSY 415 Advanced Calculus (4 Hrs.)

Differential and integral calculus of functions of several variables; maxima and minima; and other topics as time allows. Prerequisites: Three semesters of calculus and MSY 312.

MSY 416 Geometry (4 Hrs.)

Euclidean geometry as an axiomatic system with emphasis on consequences of the parallel postulate. Comparison with non-Euclidean geometries. Prerequisite: Two semesters of calculus.

MSY 417 Numerical Analysis (4 Hrs.)

Fundamental numerical algorithms, elementary error analysis, polynomial interpolation, solution of linear and nonlinear systems of equations. Additional topics chosen from eigenvalue problems, matrix inverse and numerical solution of differential equations. Prerequisites: Calculus or MSU 316, MSY 311 or MSY 312, and ability to program in Pascal.

MSY 500 Advanced Topics in Mathematics (1-4 Hrs.)

Various topics; description changes according to topic offered. Subjects may be chosen from areas such as geometry, analysis, algebra, logic or topology. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

Statistics Courses

MSY 323 Statistical Analysis (4 Hrs.)

Statistics with limited use of calculus. Topics include descriptive statistics, probability for finite sample spaces, random variables and probability distributions, simple random samples, statistical inference and queueing theory. Prerequisites: Differential and integral calculus, or MSU 316.

MSY 420 Topics in Statistics and Probability (1-4 Hrs.)

Various topics; description changes according to topic offered. Subjects may be chosen from areas such as contingency table analysis, discrete data analysis, reliability and life testing, Bayesian statistics, variance components, bioassay, queueing theory or design of experiments. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisite.

MSY 423 Introduction to Statistical Software Packages (4 Hrs.)

Explore the usage of various statistical software packages. Topics will be selected from construction of data set, descriptive analysis, regression analysis, analysis of design experiment, multivariate analysis, categorical data analysis, presentation of data in graphic forms. Prerequisites: Introductory statistics.

MSY 424 Regression Analysis (4 Hrs.)

An introduction to regression analysis with emphasis on practical aspects: fitting a straight line, examination of residuals, matrix treatment of regression analysis, fitting and evaluation of general linear models and nonlinear regressions. Prerequisites: Calculus based statistics and linear algebra, or permission of instructor.

MSY 425 Mathematical Statistics I (4 Hrs.)

Random variables, mathematical expectation, Chebyshev's inequality, marginal and conditional distribution, independence, probability distributions and their properties, transformations of variables, moment-generating functions, limiting distributions, the central limit theorem, interval estimation, Bayesian interval estimates. Prerequisite: Three semesters of calculus, or permission of instructor.

MSY 426 Mathematical Statistics II (4 Hrs.)

Point estimation, including maximum likelihood estimation and the application of criteria such as consistency, unbiasedness and minimum variance; test of statistical hypothesis, including power functions, Type I and Type II errors, Newman-Pearson lemma and likelihood ratio tests; regression and correlation; method of least squares. Prerequisite: MSY 425, or permission of instructor.

MSY 427 Actuarial Probability and Statistics (2 Hrs.)

Drill in problem solving in preparation for Exam 110 of the associateship examinations of the Society of Actuaries. This course is offered credit/no credit. Prerequisite or corequisite: MSY 426.

MSY 436 Applied Multivariate Analysis (4 Hrs.)

Multivariate statistical methods. Topics include tests on means and variances, multivariate analysis

of variance, cluster analysis, principal components and discriminant and factor analysis. Prerequisites or corequisite: MSY 424 and MSY 426.

MSY 438 Survey Sampling (4 Hrs.)
Principles of sampling for assessment of data in business, social sciences or natural resource management. Sampling problems include selection of samples, designing questionnaires, estimation of means and variances, simple and stratified random sampling, systematic sampling and cluster sampling. Prerequisite: MSY 323 or MSY 425.

MSY 439 Nonparametric Statistics (4 Hrs.)
Statistical methods that do not depend upon particular form of density function of underlying distribution. Includes selected distribution-free tests and estimation techniques such as sign test, Kolmogorov-Smirnov, Wilcoxon signed rank, Mann-Whitney tests, Chi-square and rank correlation test. Prerequisite: MSY 323 or MSY 425.

MSY 442 Stochastic Processes (4 Hrs.)
See operations research section.

MSY 447 Systems Simulation (4 Hrs.)
See operations research section.

MSY 520 Advanced Topics in Statistics (1-4 Hrs.)
Advanced topics from literature of statistics. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 527 Discrete Data Analysis (4 Hrs.)
Use of classical Chi-square tests and modern techniques such as loglinear models for analyzing categorical and other discrete data. Prerequisites: MSY 312, and MSY 323 or MSY 425.

MSY 528 Design of Experiments (4 Hrs.)
Experiments with a single factor, randomized block designs, Latin square designs, incomplete block designs, analysis of the factorial design, confounding, fractional replication. Prerequisites: MSY 424 and MSY 425.

MSY 529 Theory of Linear Models (4 Hrs.)
Markov theorem, general linear hypotheses of full rank and less than full rank, regression models, experimental design models, incomplete block models, variance components and mixed models. Prerequisites: MSY 424 and MSY 426.

MSY 535 Bayesian Decision Analysis (4 Hrs.)
Measuring uncertainty; Bayesian inference for both discrete and continuous probability models; certainty vs. uncertainty; payoffs and losses; utility functions; decisionmaking; the value of information; application to decisionmaking in business. Prerequisite: MSY 426.

MSY 538 Theory of Sampling (4 Hrs.)
Derivation of standard results of finite population sampling theory. Includes simple and stratified random sampling, systematic sampling, multistage sampling, regression and ratio estimation. Effect of costs on sample location. Prerequisite: MSY 426.

MSY 542 Advanced Stochastic Processes (4 Hrs.)
See operations research section.

Operations Research Courses

MSY 440 Topics in Operations Research (1-4 Hrs.)
Various topics; description changes according to topic offered. Subjects may be chosen from areas such as forecasting and time series analysis, queueing theory, inventory models, game theory, nonlinear programming, integer linear programming, network analysis or dynamic programming. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 441 Operations Research Methods (4 Hrs.)
Quantitative methods necessary for analysis, modeling and decisionmaking. Topics include decision theory, linear programming, network analysis, sequencing and scheduling, inventory systems and queueing problems. Prerequisite: MSY 311, or MSY 312, or permission of instructor. See ADP 431.

MSY 442 Stochastic Processes (4 Hrs.)
Probabilistic systems which are dynamic in time with aid of probability theory and stochastic processes. Includes Markov processes, recurrent events and queueing, as well as general random processes and their applications to systems analysis in business, economics, ecology and science. Prerequisite: MSY 425.

MSY 444 Inventory Control Systems (4 Hrs.)
Deterministic, probabilistic, static and dynamic models of inventory control. Selection of optimal inventory control systems. Prerequisite: Knowledge of introductory statistics.

MSY 445 Linear Programming (2-4 Hrs.)
Theory underlying linear programming methods, including duality, sensitivity analysis and integer linear programming. Prerequisite: MSY 311 or MSY 312, or equivalent.

MSY 447 Systems Simulation (4 Hrs.)
Construction of simulation models; methods of generation of stochastic variates; use of a special purpose simulation language such as GPSS. Students are given real-life projects in which to apply simulation techniques. Prerequisite: MSY 323, MSY 425 or MSY 441, or permission of instructor.

MSY 535 Bayesian Decision

Analysis (4 Hrs.)

See statistics section.

MSY 540 Advanced Topics in Operations

Research (1-4 Hrs.)

Advanced topics from literature of operations research. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 542 Advanced Stochastic

Processes (4 Hrs.)

Characteristics, development and application of complex models with special emphasis on group arrivals, batch service and priority discipline in queueing theory. Prerequisite: MSY 442, or equivalent.

MSY 545 Advanced Linear

Programming (4 Hrs.)

Theory behind the simplex method, duality, revised simplex, primal-dual methods and transportation problem; introduction to integer linear programming. Prerequisite: MSY 445, or equivalent.

Computer Science Courses

MSY 371 Introduction to Programming

in Pascal (4 Hrs.)

Computer programming and the Pascal language, stressing structured programming techniques. Emphasis on control structures, correct procedures and functions, simple data types and structured data types, including arrays, records and files. Assigned problems require considerable time in the computer lab. For students with no prior programming experience.

MSY 373 Assembly Language

Programming (4 Hrs.)

Underlying hardware organization, base register concept, base-displacement addressing, indexing, assembler instructions and the assembly process. Subroutine linkage, branching instructions, macro facility, conversion of data representation, implementation of parameter passing mechanisms and the implementation of high level algorithms. Prerequisite: MSY 371, or equivalent.

MSY 375 Advanced Programming in

Pascal (4 Hrs.)

Extensive experience using top down design principles to solve non-trivial problems. Emphasis on pointer variables, variant records, enumerated and set types. Implementation of lists stacks and queues. Introduction to recursive algorithms. Prerequisite: MSY 371, or equivalent.

MSY 376 Computer Organization (4 Hrs.)

An introduction to binary number systems, information representation, Boolean algebra, combinational logic and sequential circuits; memories, registers and counters, register transfer languages,

elementary computer architecture, instruction cycle and addressing modes. Prerequisite: MSY 302 and MSY 371, or equivalent.

MSY 417 Numerical Analysis

(4 Hrs.)

See beginning section of MSY course descriptions.

MSY 447 Systems Simulation

(4 Hrs.)

See operations research section.

MSY 470 Topics in Computer

Science (1-4 Hrs.)

Various topics; description changes according to topic offered. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 471 Data Structures

and Algorithms (4 Hrs.)

Abstract data type specification. Definition and implementation of lists, hashing tables, trees, sets and strings. Recursively defined data structures and algorithms, sorting and searching. Concept of time and storage complexity. Prerequisite: MSY 302 and MSY 375.

MSY 472 Introduction to File

Organization and Database (4 Hrs.)

An examination of file organizations and file access methods. Study of various database models: relational, hierarchical and network models. Use of data definition and manipulation languages. Prerequisite: MSY 375.

MSY 473 Structure of Programming

Languages (4 Hrs.)

Design principles and implementation of computer programming languages. Topics include syntax, data types, control structures, storage management and binding. Principles illustrated through comparison of programming assignments. Languages may include FORTRAN, COBOL, BASIC, APL, LISP, SNOBOL and ADA. Prerequisite: MSY 373, or equivalent, and MSY 375.

MSY 474 Introduction to Systems

Programming and Operating

Systems (4 Hrs.)

Assemblers, macro processing, loaders, time sharing operating system, process control, I/O, primary memory allocation and virtual memory. Prerequisite: MSY 373, or equivalent, MSY 375 and MSY 376.

MSY 476 Introduction to Microprocessors

and Computer Architecture (4 Hrs.)

Analysis and synthesis of combinational and sequential circuits, counters and decoders. Details of computer organization as applied to microcomputers. Time permitting: control unit design, microprogramming, I/O channels and memory systems. Prerequisite: MSY 373, or equivalent, and MSY 376.

MSY 478 Introduction to Software Engineering (4 Hrs.)

Study of the software life cycle with emphasis on design, documentation and implementation. Term project modifying and implementing an existing design. Prerequisite: MSY 375.

MSY 479 Introduction to Artificial Intelligence (4 Hrs.)

Problem solving methods, data representation and list processing, state-space search strategies, game playing programs, knowledge representation; logic and theorem proving, question answering systems and natural language processing. Prerequisite: MSY 471, or permission of instructor.

MSY 481 Introduction to Computer Graphics (4 Hrs.)

Basic concepts, display hardware and techniques, raster graphics, 3-D graphics and processing of pictorial information. Prerequisites: MSY 311 or MSY 312, and MSY 375.

MSY 483 Introduction to Data Communications (4 Hrs.)

Network architectures, the ISO reference model, network design, terminal handling, virtual circuits, datagrams, protocols, routing algorithms and local area networks. Prerequisites: MSY 323 and MSY 376.

MSY 570 Advanced Topics in Computer Science (4 Hrs.)

Topics vary. May be repeated for an indefinite number of hours, but particular topics must differ. See course schedule for prerequisites.

MSY 572 Database Management (4 Hrs.)

Study of relational approach to database: underlying theory, implementation and use. Detailed study of the hierarchical approach and the network approach. A look at existing systems like IMS, System R and SEQUEL. Support of logical databases to support difference in view. Concurrent access also discussed. Prerequisite: MSY 472.

MSY 573 Compiler Construction (4 Hrs.)

Lexical analysis, syntax analysis, error detection and recovery, symbol tables, data type representation, address assignment and code generation. Runtime support for type checking and storage allocation. Prerequisite: MSY 473.

MSY 574 Operating Systems (4 Hrs.)

Concurrency, mutual exclusion, process cooperation, semaphores, conditional critical regions, deadlock, scheduling, operating system structures, protection system models, virtual machine concept and system design issues. Prerequisite: MSY 474.

MSY 578 Software Engineering (4 Hrs.)

Problem analysis, system requirements specification, system design, testing methodologies, quality assurance, software maintenance and automated

documentation systems. Team project involving the analysis and creation of a design specification for and formal presentation of a significant software project. Prerequisite: MSY 478.

MSY 579 Advanced Artificial Intelligence (4 Hrs.)

This course gives an introduction to first order logic, and some of its variants like sorted logic, default logic and circumscription. Special emphasis is given to applied aspects such as theorem-proving knowledge representation, common-sense reasoning, Prolog as a form of resolution, the closed-world assumption and database applications. Prerequisites: MSY 479, or permission of instructor.

Graduate Project/Thesis Courses

MSY 587 Pre-Project Seminar (1 Hr.)

This course is designed as preparation for the graduate project or thesis and should be taken the semester before taking MSY 588 or MSY 589. The student will read and abstract research papers, become familiar with the requirements of the graduate project or thesis and present both a written and an oral project proposal in class as practice. Credit for the course is dependent upon the actual acceptance of a project or thesis proposal by the student's graduation committee. Such approval will be accompanied by a PII for registering in MSY 588 or MSY 589.

MSY 588 Graduate Project (3 Hrs.)

Final exercise involving an advanced problem in statistics, mathematics or computer science; for the candidate who chooses not to write a thesis. Problem must be approved in advance by the student's graduation committee; written report and oral presentation required. May be repeated but only three hours may be applied toward degree requirements. Normally the problem chosen by the computer science student will be in one of the student's two specialization areas. Prerequisite: MSY 587 and consent of project supervisor.

MSY 589 Thesis (3-7 Hrs.)

Graduate study of specific topic in mathematical systems utilizing accepted research methods and procedures. Topics must be approved in advance by the graduation committee. Formal written thesis must be accepted by graduation committee and defended before program faculty. Prerequisite: MSY 587 and consent of the thesis adviser.

Service Courses for Nonmajors

Mathematical sciences and computer science students may count MSU courses for credit only with prior approval of the Mathematical Sciences Program Committee.

Prerequisites for MSU courses must have been met no more than seven years prior to enrolling in these courses. Students who have

taken prerequisite courses more than seven years prior to enrollment will be required to obtain the permission of the instructor (WPI).

MSU 307 Mathematical Insights (3 Hrs.)

For students whose primary interests do not lie in a field closely related to mathematics. Topics vary, but primary emphasis is placed on logic, structure and history.

MSU 315 Applied Analysis I (4 Hrs.)

Algebra review, functions, limits and continuity, logarithmic and exponential functions, derivatives, optimization and integration. This course emphasizes the business applications of calculus rather than theory. Prerequisite: Intermediate algebra.

MSU 316 Applied Analysis II (4 Hrs.)

Review of functions, limits and continuity, transcendental functions, differentiation and integration. Develop an understanding and facility with series and convergence, higher order derivatives, Taylor series, functions of two variables, partial derivatives, multiple integrals and recursive applications of series. Prerequisite: Business calculus or MSU 315.

MSU 321 Applied Statistics (4 Hrs.)

Basic statistics for non-mathematics majors. Topics include descriptive statistics, elementary probability, basic probability distributions, sampling, estimation and testing, regression and correlation.

MSU 406 Sampling for Accounting and Auditing (4 Hrs.)

Sampling techniques for accounting and auditing students. Topics may include sampling principles, sampling plans, attribute and variable sampling,

selection techniques, random sampling, systematic and stratified sampling, sample size determination and estimation procedures, simple extension, difference, ratio and regression methods. Prerequisite: MSU 321, or equivalent.

MSU 416 Introduction to Computers and Programming (4 Hrs.)

Computer programming and computing technology for non-mathematics majors. A structured language provides focus. Students perform programming assignments on microcomputers. NOTE: Considerable time in the computer lab required.

MSU 417 Software Packages (2 Hrs.)

A large part of the computing that is being done today is through general programs designed to handle a wide range of general problems rather than through programs designed to solve a specific problem. This course looks at a number of these general programs (software packages) from the viewpoint of the task to be performed and how a specific package can be used to accomplish the job. Examples are taken from word processing, spreadsheet, database and operating systems. Considerable time in the computer lab required.

MSU 421 Statistical Methods (4 Hrs.)

Basic experimental design, methods of estimation, tests of significance, linear regression and correlation, analysis of variance of one-way classification, two-way classification and nested classification. Prerequisite: MSU 321 or MSY 323.

MSU 423 Introduction to Statistical Software Packages (4 Hrs.)

See MSY 423 in statistics section.



Medical Technology

B.S. (68 Hrs.)

Faculty — William Bloemer, Paula Garrott, Joan Polancic, James Veselenak

Adjunct Faculty — Joan Barenfanger, John Dietrich, Jane Adrian, Grant Johnson, Caroline K. Nelson, Gilma Roncancio, Judy Sutherland, John Taraska, Donald Van Fossan

The medical technology (MET) program offers the B.S. degree to students interested in careers in clinical laboratory science. Such careers require competence in the performance, analysis and interpretation of clinical laboratory procedures, and the ability to function in problem-solving situations. The curriculum features both broad-based and selective learning experiences encompassing theory and practice in all areas of clinical laboratory science. Completion of the program leads to eligibility for certification by the Board of Registry of the American Society of Clinical Pathologists and/or the National Certification Agency for Medical Laboratory Personnel.

Entrance Requirements/ Advising

The medical technology program provides for the continuing education of students who have completed the first two years of lower-division work (preferably with the A.A. or A.S. degree). Prerequisite courses required for admission include (1) 90 quarter hours or 60 semester hours of lower-division courses, including the university general education requirements detailed in the admissions section of this catalog; (2) two semesters of general chemistry; (3) one semester of organic chemistry; (4) two semesters of biological sciences, preferably at least one semester of anatomy and physiology; (5) one semester of college algebra or higher mathematics; and (6) one semester of microbiology with lab. Recommended courses include physics, genetics,

statistics and a second semester of organic chemistry. Normal time of entry into the program is the fall semester of the junior year; however, mid-year part-time status is possible.

Since program enrollment is limited, admission to the university does not guarantee admission to the medical technology program. In addition to completing the university application process, interested applicants should contact the program for a program application. Applicants must also forward a short biographical sketch and the names and addresses of two college science instructors (preferably one biology and one chemistry) for use as references to the medical technology program director. A personal interview may be required. To assure consideration for the following fall semester, applications should be completed by March 1.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Features/ Requirements

The medical technology program requires 68 credit hours of upper-division work. Interdisciplinary and problem-oriented, with emphasis on the basic sciences and standards of contemporary med-

ical technology, the program includes fundamental academic and clinical experiences.

Academic work during the junior year is designed to provide a strong background in chemical and instrumental analysis, biochemistry, physiology, microbiology and immunology. The summer term of the senior year provides theory and laboratory experience in clinical chemistry, hematology, immunohematology and hemostasis. During the balance of the senior year the student's clinical education encompasses rotations through the various clinical specialty areas of affiliated hospital laboratories. The program is affiliated with Memorial Medical Center and St. John's Hospital in Springfield and with Peoria's Methodist Medical Center.

The Applied Study Term is incorporated in the clinical experience, which is under the joint supervision of faculty at Sangamon State University and practicing laboratory professionals in affiliated hospital laboratories. Clinical education is coupled with didactic courses offered at the university.

Recognizing the importance of communication in allied health professions, faculty in all MET courses emphasize development of effective oral and written communication skills. Consequently, completion of MET required courses constitutes successful demonstration of effective communication skills.

Since the program includes laboratory work done under professional supervision, the degree candidate not only must satisfy the customary expectations of academic work but also must meet the high-quality standards demanded of a professional medical technologist/clinical laboratory scientist. Students must maintain a minimum GPA of 2.0 in required science courses before beginning the senior year. In addition, students with more than four hours of D in required courses must repeat those courses before progressing into the senior

year. Medical technology students are required to maintain a grade of C or better in all MET courses.

Individual professional liability insurance is required of each student. Evidence of current coverage must be submitted prior to engaging in clinical course work.

As a closure requirement for graduation, students must pass a comprehensive examination covering all aspects of clinical laboratory science. The examination is given in the final week of scheduled classes during the spring semester.

Medical Laboratory Technician (MLT) — Medical Technology (MT) Articulation

Special opportunities are available for individuals who have completed an associate degree medical laboratory technician program. Through proficiency testing and planned academic and clinical course work, medical laboratory technicians are provided a unique opportunity to complete the baccalaureate degree without repeating areas in which they are already proficient. Medical laboratory technicians interested in this articulation opportunity should contact the program director to discuss proficiency testing and curriculum based on their previous academic and clinical experiences.

Sample Curriculum/Program Guide

First semester, junior year:

CHE 321 Chemical Analysis	3 Hrs.
CHE 322 Laboratory Techniques	1 Hr.
CHE 321 Seminar in Medical Technology	1 Hr.
BIO 347 Medical Bacteriology	1-4 Hrs.
Elective	3 or 4 Hrs.
Public Affairs/Liberal Studies Colloquia	4 Hrs.
	17 Hrs.

Second semester, junior year:

CHE 421 Instrumental Analysis	4 Hrs.
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CHE 433 Physiological Chemistry	4 Hrs.	ogy Laboratory	1-3 Hrs.
MET 447 Medical Mycology and Parasitology	1 or 2 Hrs.	MET 424 Clinical Immunohematology Laboratory	1-3 Hrs.
MET 448 Introduction to Immunology	1-3 Hrs.	MET 425 Clinical Coagulation Laboratory	1 Hr.
Public Affairs/Liberal Studies Colloquium	<u>2 Hrs.</u> <u>15 Hrs.</u>	MET 427 Clinical Immunology Laboratory	1 or 2 Hrs.
Summer, senior year:		MET 428 Clinical Toxicology/ Special Chemistry Laboratory	<u>1 Hr.</u> <u>16 Hrs.</u>
MET 401 Introduction to Clinical Chemistry	1-3 Hrs.		<u>68 Hrs.</u>
MET 402 Introduction to Hematology	1 or 2 Hrs.	<i>Total</i>	
MET 403 Introduction to Immunohematology	1 or 2 Hrs.		
MET 404 Introduction to Hemostasis	<u>1 Hr.</u> <u>8 Hrs.</u>		

First semester, senior year:

MET 451 Advanced Concepts in Immunology/ Immunohematology	2 Hrs.
MET 452 Advanced Concepts in Hematology	2 Hrs.
MET 454 Advanced Concepts in Clinical Chemistry	2 Hrs.
Clinical Courses (see below)	<u>1-8 Hrs.</u> <u>14 Hrs.</u>

Second semester, senior year:

MET 411 Clinical Education/ Management	3 Hrs.
MET 456 Clinical Correlations	2 Hrs.
MET 446 Medical Virology	1 Hr.
Clinical Courses (see below)	<u>1-8 Hrs.</u> <u>14 Hrs.</u>

Clinical Courses

Students are assigned a number of the following courses each semester, so that all seven courses are completed by the end of the senior year.

MET 421 Clinical Chemistry Laboratory	1-3 Hrs.
MET 422 Clinical Hematology Laboratory	1-3 Hrs.
MET 423 Clinical Microbiol-	

Medical Technology Course Descriptions

MET 321 Seminar in Medical Technology (1 Hr.)

An introduction to the profession of medical technology. Laboratory organization, roles and credentialing of laboratory practitioners are discussed. Standards, ethics and current professional issues are examined. Communication skill development and review of scientific literature are included. Instruction and experience in venipuncture technique are included.

MET 400 Applied Research (1-4 Hrs.)

Directed research in procedure development or in-depth investigation of a specific area in medical technology. Topic approved and hours assigned by instructor. Written report required. May be repeated for a maximum of 4 credit hours.

MET 401 Introduction to Clinical Chemistry (1-3 Hrs.)

Lecture/laboratory course focusing on carbohydrates, proteins, lipids, enzymes, electrolytes, blood gases, acid-base balance, liver function, kidney function and toxicology. Emphasis on quality control as it applies to selected clinical chemistry procedures.

MET 402 Introduction to Hematology (1-3 Hrs.)

Lecture/laboratory course that emphasizes basic hematologic principles. Manual and simple automated procedures are performed. Emphasis on morphology and clinical applications.

MET 403 Introduction to Immunohematology (1 or 2 Hrs.)

Lecture/laboratory course emphasizing immu-

nohematologic concepts and properties underlying scientific principles of blood banking. Includes theory and practical applications of blood-group systems, antibody identification and compatibility testing, hemolytic disease of the newborn, autoimmune hemolytic anemia and donor procurement and processing.

MET 404 Introduction to Hemostasis (1 Hr.)
Lecture/laboratory course that emphasizes components in the blood related to hemostatic mechanisms. Includes principles of procedures involved and their relationship to diagnosis and treatment of disease.

MET 411 Clinical Education/Management (3 Hrs.)
Processes and practices of laboratory management. Includes basic principles of competency-based education, development of course objectives, evaluation procedures and teaching techniques.

MET 421 Clinical Chemistry Laboratory (1-3 Hrs.)
Instruction and experience in use, standardization, set-up and maintenance of sophisticated multiple analyzer instruments. Selected chemical methods are also included. Prerequisite: Senior in medical technology program.

MET 422 Clinical Hematology Laboratory (1-3 Hrs.)
Automated and manual methods of cell counting and differentiation are performed on blood and other body fluids. Hemoglobin determinations are also performed. Also includes advanced instrumentation experience using particle counters, electrophoresis, automated differential systems and special hematologic testing of white and red cells, using cytochemistry techniques to identify disease states. Prerequisite: Senior in medical technology program.

MET 423 Clinical Microbiology Laboratory (1-3 Hrs.)
Isolation and identification of clinically important bacteria, mycobacteria and fungi including antibiotic susceptibility testing. Techniques for identifying parasites are included. Prerequisite: Senior in medical technology program.

MET 424 Clinical Immunohematology Laboratory (1-3 Hrs.)
Blood typing, antibody screening and identification, compatibility testing and other immunohematologic procedures are included. Emphasis is on operation and problem-solving in a modern transfusion service. Prerequisite: Senior in medical technology program.

MET 425 Clinical Coagulation Laboratory (1 Hr.)
Factors important to hemostasis, including prothrombin times and thrombin times, plus numerous

factor assays, are included. Complete coagulation workup with platelet function studies covered. Prerequisite: Senior in medical technology program.

MET 427 Clinical Immunology Laboratory (1 or 2 Hrs.)
Evaluation of immunoglobulin levels to identify a disease process or to measure this important defense system in the patient. Includes routine serologic techniques, protein chemistry and immunofluorescence. Prerequisite: Senior in medical technology program.

MET 428 Clinical Toxicology/Special Chemistry Laboratory (1 Hr.)
Provides opportunity to apply basic immunologic and chemical theory/practice to therapeutic drug monitoring, drug screening and other toxicology/special chemistry procedures. Prerequisite: Senior in medical technology program.

MET 446 Medical Virology (1 Hr.)
Concise overview of the physical, chemical and biological properties of medically important viruses. Emphasis on the epidemiology, pathogenesis and immune response of the major human viral infections as well as laboratory cultivation of viruses. Prerequisite: General microbiology or equivalent.

MET 447 Medical Mycology/Parasitology (1 or 2 Hrs.)
Concise overview concentrating on medically significant fungi and human parasites. Emphasis on identification and mode of transmission. Lecture and laboratory.

MET 448 Introduction to Immunology (1-3 Hrs.)
Lecture/laboratory course introducing immunologic principles, concepts and techniques including components of the immune system, immune response and antigen-antibody reactions.

MET 451 Advanced Concepts in Immunology/Immunohematology (2 Hrs.)
Immunologic and immunohematologic applications to topics such as tissue transplantation, tumor immunology, paternity testing and appropriate current research. Emphasizes journal reviews, case studies and problem-solving techniques.

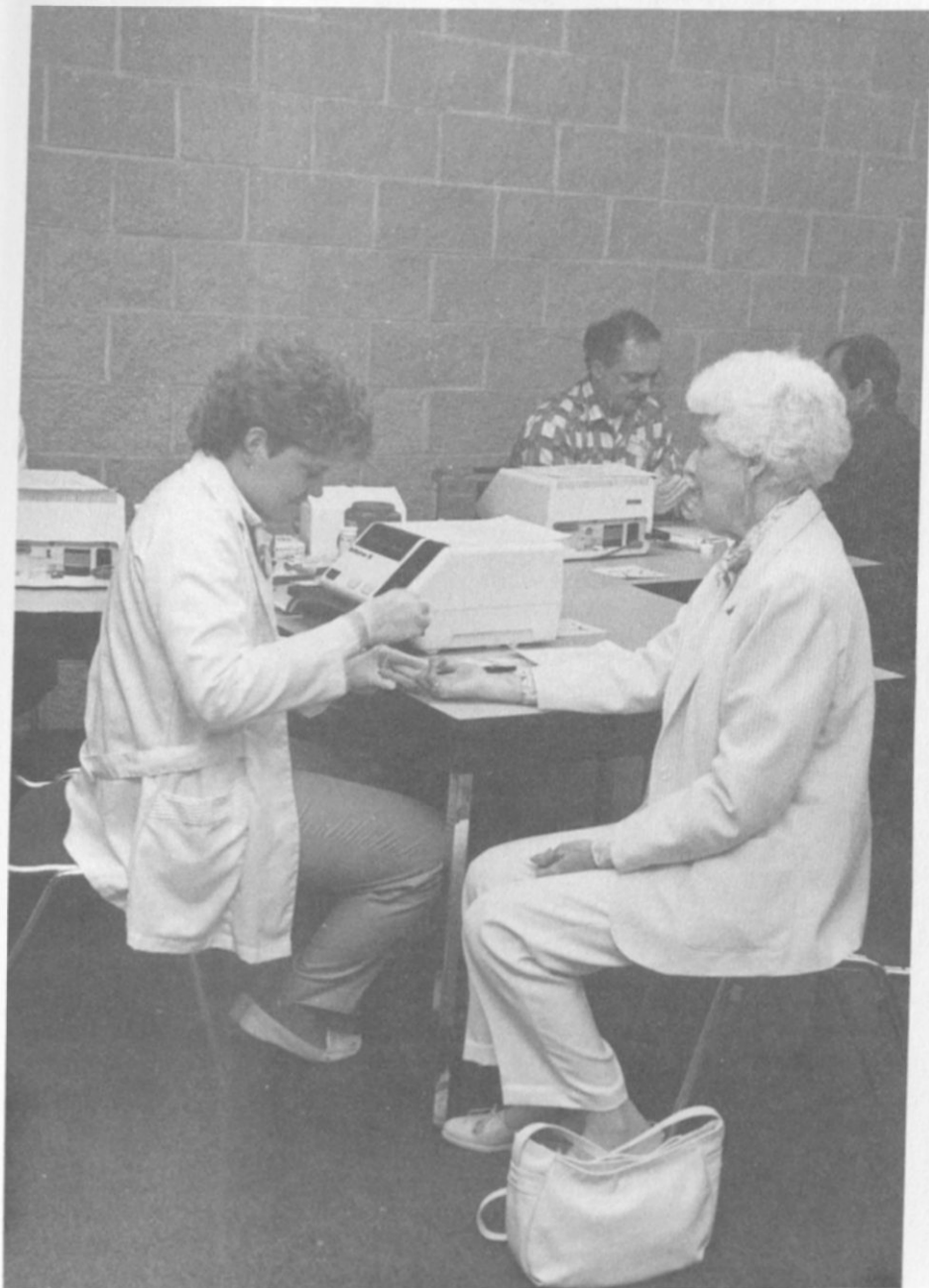
MET 452 Advanced Concepts in Hematology (2 Hrs.)
Advanced principles of hematologic testing leading to improved interpretative skills in hematology and body fluid analysis. Case studies and discussion to illustrate the pathophysiology of hematological dysfunction.

MET 454 Advanced Concepts in Clinical Chemistry (2 Hrs.)
Advanced chemical methodologies and intermedi-

ary metabolism with reference to pathologic conditions. Analysis and interpretation of case studies and clinical situations.

MET 456 Clinical Correlations (2 Hrs.)

Correlation of clinical laboratory data with various diseases. Utilizes case studies and clinical situations.





Nursing

B.S.N. (64 Hrs.)

Faculty — Alison Blasdel, Margaret Boudreau, Marje Fonza, Sandra Hudgins-Brewer, Marty Milligan, Mary C. Mulcahy, Alice Williams, Margie Williams

The nursing program at Sangamon State University offers an upper-division, integrated curriculum for registered nurses leading to the bachelor of science degree in nursing. The program seeks to provide education that prepares the graduate for practice as a generalist in various health-care settings and to adapt to changing needs of society and consumer expectations.

The curriculum features an integrative approach, with attention both to the needs of the learner and to the needs of the health-care consumer. It focuses on promoting wellness and self-care practices by individuals, families and communities; on approaching problems analytically; and on accountability for professional judgments, actions and outcomes.

Within the framework of the general course of study, students in their senior year must complete eight semester hours of Applied Study Term. Five goals direct the applied study experience: (1) to provide role expansion, (2) to address the public affairs mandate of the university, (3) to utilize professional expertise and knowledge in studying health-care problems, (4) to provide opportunity for personal growth and (5) to develop appropriate communication skills.

The baccalaureate-prepared nurse assumes responsibility for providing health-care services, works interdependently with other health-care professionals and related disciplines for the improvement of health care, utilizes information generated through research, broadens the scope of nursing practice and assumes increased independence in an advocacy role with clients.

Entrance Requirements

Because of the special nature of the nursing program, certain procedures must be completed before a student may formally matriculate. All requirements should be completed during the term prior to the one in which the student wishes to begin the program.

Admission to the university. Students who meet SSU's criteria for admission are asked to complete an application form and have their transcripts forwarded to the Office of Admissions and Records. Transcripts should indicate credit in the following areas:

Anatomy and Physiology	6-8 sem. hrs.
Microbiology	4 sem. hrs.
Chemistry (including lab experience)	4-6 sem. hrs.
English	6 sem. hrs.
Humanities	6 sem. hrs.
Social Sciences	6 sem. hrs.
Math	3 sem. hrs.

Students lacking transcript credit for the above *science* courses may credential that knowledge through successful completion of specified proficiency examinations. Such students should seek program advice.

Current R.N. license/current insurance coverage. A copy of a current professional liability insurance policy must be placed in the student's file and be updated on a regular basis.

Letters of verification. Two letters of verification from individuals who have knowledge of the applicant's clinical performance and communication skills should be forwarded directly to the nursing program director. A standard form for the letters is provided by the program.

Pre-entrance examinations. Pre-entrance examinations provide information necessary for the applicant and faculty to plan a course of study. They also provide a base upon which a student's advancement and development can be measured. Students should contact the program for further information, since this requirement should be completed before the interview requirement is met.

Interview. Applicants are asked to arrange a meeting with a nursing program faculty member for advising and sharing information. This is the last step in the admission process.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas. Required nursing courses include eight hours of applied study. Four hours credit must be earned in public affairs and/or liberal studies colloquia.

Program Requirements

The upper-division baccalaureate completion program in nursing at SSU requires a minimum of 64 semester hours distributed as follows:

Required nursing courses (includes 8 hrs. applied study)	36 Hrs.
Required cognate courses	16 Hrs.
Public Affairs/Liberal Studies Colloquia	4 Hrs.
Electives (general or nursing)	8 Hrs.
<i>Total</i>	<i>64 Hrs.</i>

Registered nurses holding a baccalaureate degree in another discipline and desiring a bachelor's degree in nursing must complete a minimum of 45 semester hours of study. Requirements include 36 semester

hours in core nursing courses, four hours in Public Affairs/Liberal Studies Colloquia and other university non-course requirements. The same entrance requirements apply.

The program is designed for both part-time and full-time students. Part-time students are allowed up to seven years to complete the degree. For tuition and fee purposes, 12 semester hours of course work is considered full-time study. The program is designed for completion in two years (four semesters) by those admitted to full-time study. Individuals who complete all entrance requirements and are accepted into the program may enroll in the fall or spring semester.

Individual professional liability insurance is required of each student. Evidence of current coverage must be submitted prior to engaging in each clinical course.

Because of the nature of the program and the professional component, careful student advisement is necessary prior to and during the student's enrollment. Those admitted to the program are assigned an adviser according to university policy.

Communication skills are initially verified either prior to or during NUR 311. Developmental guidance is provided following the assessment. Ongoing assessment and verification is an essential component of successive course requirements.

Nursing majors are expected to maintain a grade-point average of 2.0, with at least a final grade of C for all nursing core and required cognate courses. Students are allowed to repeat only one nursing course for which a C is not obtained.

Sample Curriculum/Program Guide

Level 1 — one semester

NUR 311 Nursing: Process, Issues, and Trends	4 Hrs.
NUR 351 Nursing Research	4 Hrs.
NUR 361 Health Assessment	4 Hrs.
BIO 362 Human Physiology	4 Hrs.

Level II — one semester

NUR 321 Acute Care Nursing	4 Hrs.
NUR 331 Family Health Nursing	4 Hrs.
NUR 362 Community Health Nursing	4 Hrs.

Elective course covering concepts of the meaning and value of the person 4 Hrs.

Level III — two semesters

NUR 441-442 Applied Nursing Practice	8 Hrs.
NUR 465 The Nursing Profession: Analysis of Issues	4 Hrs.

Elective course covering concepts of management and organizational function 4 Hrs.

Political Studies Elective 4 Hrs.

Public Affairs/Liberal Studies Colloquia 4 Hrs.

Electives 8 Hrs.

Total 64 Hrs.

Nursing*Course Descriptions***NUR 311 Nursing: Process, Issues, and Trends (4 Hrs.)**

Concepts of the individual, society, wellness, self-care and professional nursing. Emphasis on problem solving and the development of professional practice, including contemporary issues and trends viewed within a historical framework.

NUR 321 Acute Care Nursing (4 Hrs.)

Theory/practicum. Holistic focus on care planning, utilizing problem-solving skill and emphasizing health assessment, nursing diagnosis and discharge planning. Study models are clients who have developed an acute exacerbation of a chronic health problem. Prerequisites: NUR 311, 361, BIO 362.

NUR 331 Family Health Nursing (4 Hrs.)

Theory/practicum. Focus on delivery of health care within the context of family dynamics, behavior and health needs throughout the family's developmental life cycle. An in-depth family assessment is used as a data base for planning, implementing and evaluating care. Special attention given to the needs of well families and the variables influencing family life style, health status, behavior and self-care ability. Prerequisites: NUR 311, 361, BIO 362.

NUR 351 Introduction to Nursing Research (4 Hrs.)

Theory with emphasis on research methods as applied to nursing and development of beginning investigative skills. Implications of such research findings serve as a basis for planning care by the nurse and in assisting clients to engage in self-care.

NUR 361 Health Assessment (4 Hrs.)

Nursing competencies necessary for completing health assessment of individual, with specific attention to development of skills in comprehensive history taking and physical examination. Emphasis on holistic assessment.

NUR 362 Community Health Nursing (4 Hrs.)

Theory/practicum. Health status of the community and its subsystems, factors which influence that health status and implications for nursing practice when the community is the client. Particular attention given to epidemiology, biostatistics and nursing as sociopolitical force for change. Prerequisites: NUR 311, 361, BIO 362.

NUR 403 Minority Women: Issues and Perspectives (4 Hrs.)

Cultural traditions of Asian, Black, Hispanic and Native American women. Various sociocultural perspectives, values and practices discussed as they impact on family, health, illness, work and participation in public policy decisionmaking. See WMS 403.

NUR 441-442 Applied Nursing Practice (8 Hrs.)

Theory/Practicum. Study of clinical problems which are specific to either primary (high risk families) or secondary/tertiary (individuals with critical illnesses) health-care settings. A project is developed in light of a designated clinical issue and a professional role. NUR 441-442 fulfills eight hours of applied study credit. Prerequisites: NUR 321, 331, 362.

NUR 463 Clinical Teaching (4 Hrs.)

Learning needs of various clientele encountered in clinical practice. Development of plans for need resolution through use of education.

NUR 465 Seminar: The Nursing Profession: Analysis of Issues (4 Hrs.)

Examines societal trends and professional issues influencing nursing practice. Analyzes the necessary and reciprocal relationship between society and nursing. Prerequisites: NUR 321, 331, 362.

NUR 484 Pathophysiology (4 Hrs.)

Pathophysiology approached as alterations in normal physiologic processes resulting in disease or disability, including physiological changes in health disorders as well as subsequent signs and symptoms. Units presented include cardiovascular, respiratory, renal, acid-base, nervous, endocrine, and

genetic, gastro-intestinal, hepatic, proliferative and immune-inflammatory. Representative diseases/disorders selected for each unit; pathophysiological processes stressed.

NUR 499 Independent Study in Nursing

(1-8 Hrs.)

Reading/research in areas not covered in the regular curriculum. Must be arranged with the faculty member involved.



Political Studies

B.A. (60 Hrs.) M.A. (44 Hrs.)

Faculty — Craig Brown, David Everson, Larry Golden, Kent Redfield, Doh Shinn, Stephen Schwark, Jack Van Der Slik, Pinky Wassenberg, Robert Spencer (emeritus)

Adjunct Faculty — John Kornacki, Ronald Michaelson

Illinois is a state with a strong agricultural economy, a diverse industrial base and one of the nation's more interesting political cultures. Located in Springfield, the hub of Illinois political activity, Sangamon State University is able to provide a laboratory for the study of state and local government and politics.

Sangamon State students encounter political science in a setting where practical politics brings theoretical studies to life. Opportunities for experiential learning are available through the Legislative Applied Study Term for undergraduate majors and through internships and assistantships for graduates. By using electives in particular areas of public policy and professional studies, students are able to develop research skills and acquire broad academic backgrounds reflective of the rich political resources readily available in the Illinois state capital.

Students are encouraged to participate in special activities related to their course of study. The political studies program is strongly involved in the Model Illinois Government and, with faculty and students in international studies, in the Model United Nations. Students and faculty in political studies also regularly attend several public affairs conferences.

The Bachelor's Degree

A major in political studies provides students with a systematic knowledge of political life, helping them to evaluate public issues and make decisions through a balanced program of study in which philosophical, empirical and policy concerns complement one another. The political studies curriculum offers a flexible course

of study that provides a solid foundation for a career in law, politics, public service, research or teaching.

The program is strong in the study of American national and state politics, politics and law, political thought and political behavior. Individual faculty have special competencies in such topics as policy analysis, voting behavior, minority politics, legislative politics, civil liberties, political thought, public administration and the role of symbols in politics. Program faculty are active in the university's Center for Legal Studies and the Illinois Legislative Studies Center and participate in several internship programs sponsored by the university.

Entrance Requirements

While the political studies program has no special entrance requirements beyond those required for admission to the university, it is assumed that students have had college-level study in political science. Students entering the program without preparation in political science should consult a program adviser before registering for their first semester.

Communication Skills

Both the study and the practice of politics require that students/citizens speak, write and read well. These skills are also critical for successful careers in government, law and business.

In view of this, all political studies students are required to complete an assessment of their communication skills in the first semester of residence.

Political studies faculty also monitor student communication skills in all program courses. Students with deficiencies are assisted by the faculty or are directed to the Learning Center.

Advising

Entering students are assigned an initial faculty adviser when they declare political studies as their major field of study. After their first semester of residence, when they are acquainted with the faculty and are more knowledgeable about the program and the university, students may wish to select permanent academic advisers. The course of study for the B.A. is planned jointly with the academic adviser, so students should consult with their advisers before each registration and from time to time during the term.

Applied Study Term

One distinct advantage of the program is its location in Springfield, affording opportunities to participate directly in politics, especially during the Applied Study Term. Cooperation between the university and governmental and private agencies provides many opportunities for experiential learning in public affairs research and politics. Of special note is AST 303 Legislative Applied Study Term, which places students as assistants to legislators in the Illinois General Assembly every spring semester.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas. Majors in political studies satisfy these requirements by taking eight semester hours of applied study and four semester hours of Liberal Studies Colloquia. If a student has good reason for a different distribution of the 12

semester hour requirement, an exception to the rule may be claimed by petitioning the political studies program.

Program Requirements

Program courses are divided into five general areas, encompassing the major areas of the discipline. Undergraduate students must take a minimum of one course in each area to ensure an understanding of the discipline's scope and the major questions addressed by a variety of approaches to political study. There are no upper limits on the number of hours a student may take in political studies; however, students are urged to plan a sound, liberal arts program including some courses in allied social science fields.

Program requirements are as follows:

Political Studies courses

Area I	4 Hrs.
Area II	4 Hrs.
Area III	4 Hrs.
Area IV	4 Hrs.
Area V	4 Hrs.
Political Studies electives	8 Hrs.
<i>Total POS</i>	<u>28 Hrs.</u>

University Requirements

Applied Study Term	8 Hrs.
Liberal Studies Colloquia	4 Hrs.
<i>Total Other</i>	<u>12 Hrs.</u>
Electives	<u>20 Hrs.</u>
<i>Total</i>	<u>60 Hrs.</u>

Study Area I — Political Institutions, Policy, and Behavior

These courses examine the constitutional, institutional and informal factors which influence governmental decision-making. They constitute the common sense core, the substance of the study of politics. In addition, some courses focus on the interrelationship of process and public policy. Courses in this area are numbered 401 through 414.

Study Area II — Politics and the Legal Order

These courses examine the role of law and legal institutions in the American political system. Special attention is given to

civil liberties, judicial processes and the public meaning of legal careers to modern society. Courses in this area are numbered 415 through 421.

Study Area III — Political Thought

These courses raise fundamental and enduring questions about the nature of politics. They comprise the program's effort to cultivate the major ideas and forms of thought which distinguish political understanding. Several courses in critical theory examine special approaches to the relation of society and politics. Courses in this area are numbered from 425 through 437.

Study Area IV — Empirical Analysis

These courses examine varieties of empirical research in politics, particularly measurement, research design, data gathering and interpretation of quantitative research. Courses in this area are numbered from 451 through 454.

Study Area V — Comparative and International Politics

These courses deal with non-American politics, comparisons of American politics with other political systems or the study of politics among nations. In political studies it is imperative that each student has a knowledgeable appreciation of war and peace and of politics in cultures with institutional arrangements that differ from our own. Students interested in international studies may participate in the Midwest Model United Nations and other events concerned with global issues.

The Master's Degree

The master's degree program is designed to join the basic theoretical pursuits of political science with the practical knowledge needed by effective public officials and political practitioners. The university's location in the state capital offers a rich setting for combining theory and practice. The political studies program offers sound academic instruction in American state and national politics, public law, international relations, comparative government and political thought. Program faculty augment their academic specialties

with a great variety of professional and political experiences. Members of the program have served in state legislatures, as precinct committeemen, as participants in major civil rights suits, as legislative staff aides, as policy consultants and in other offices. The program also enjoys the participation and advice of an advisory committee of practicing political professionals. These committee members, all well-known political consultants, lobbyists, researchers, staff members and policy analysts, make important contributions to graduate education by assisting with instruction in courses and seminars and by serving as mentors in program-sponsored internships. The faculty and advisers are well-qualified, by education, disposition and professional experience, to encourage students to take full advantage of the academic and professional opportunities offered by Sangamon State and the state capital.

Graduate students in political studies take a course of study which places a premium on four basic principles.

Professional competence. All students are prepared for political research and writing at a professional level and are encouraged to use their skills in program-approved, applied research settings. Taken together with the basic ideas of political studies, instruction for professional competence includes techniques found in law-making, lobbying, campaign management, the policy process, as well as writing for both analysis and advocacy. Experienced practitioners of Illinois government and politics are frequently invited to assist in teaching political skills and methods.

Systematic understanding. The political studies curriculum ensures that competence is coupled with understanding. Practical and professional courses are paired with courses which link technique with political structures, historic changes in political structures and the larger human meaning of competence in the areas of electoral and legislative systems, law and civil liberties, political thought, international

relations and comparative politics. Students are also encouraged to seek appropriate instruction from faculty in public administration, economics, legal studies and women's studies, among others.

Learning in context. Practical knowledge is intelligence in context. All graduate students in political studies have opportunities to enhance their skill and understanding in actual political settings. The program has developed a broad range of internship experiences with legislative staffs and agencies, legislative liaisons, lobbyists, public interest groups, political consultants and campaign organizations. Such learning experiences ensure that M.A. students are effective learners both in the classroom and in the field and that they can transfer their learning from one setting to another, as the professional practice of politics requires.

Academic achievement. The M.A. in political studies signifies accomplishment in political science. A fine teaching and research library and a wide variety of electives in related disciplines and policy areas augment sound teaching in the standard fields of political science. In addition to taking at least one subject-matter seminar in the discipline, students write a master's thesis which demonstrates knowledge and research ability in a selected field of politics.

The master's degree curriculum is organized to meet the needs of a diverse student body. Because students enter the program with B.A.s in a variety of social sciences and humanities, the M.A. curriculum is centered in several required courses which provide essential concepts and skills. A range of options in subject-matter seminars, elective courses and internships allows students to tailor their courses of study to their individual professional aspirations. The program is particularly well organized for students who want to pursue careers in practical politics at the state level or in agencies involved in international policy making, for those who are preparing to teach and for those who aspire to an advanced degree in political science or law.

PRACTICAL POLITICS. This career field is of special importance in political studies at SSU, and a curricular concentration is offered for those who wish to specialize in practical politics. Students are expected to sharpen the skills and understanding required of thoughtful and effective practitioners in elective and appointive public service. Instruction involves consultation with experienced representatives of government and government-related endeavors in the capital. Students learn political and policy research, organizing and lobbying skills, campaign techniques and an array of analytical approaches to policy making in partisan and nonpartisan settings. Internships and special institutes which bring together traditional political science scholarship, political thought and "know how" in public affairs are hallmarks of the curriculum. As a result, students who intend to pursue careers in government and practical politics are knowledgeably involved in the ongoing business of government and in the serious study of it.

INTERNATIONAL AFFAIRS. For those interested in international affairs and comparative politics, the program offers a special combination of courses and practice-related experiences. Internships are available in selected agencies of Illinois government that have international policies and programs. Because political studies is a part of the university's interdisciplinary committee on international studies, students are encouraged to take courses on international subjects in several academic programs. Depending upon their particular goals, students can augment their political studies with appropriate courses from history, economics, public administration and health services administration, among others.

TEACHING. The master's program in political studies is also attractive to those preparing for a teaching career in secondary education or community college. Sound academic course work and the hands-on experience are both important political science experiences for in-service teachers

and for those preparing to teach. Interested students can combine course work in several sub-fields of particular interest to teachers of world politics, American government, Illinois history and government and other aspects of civic education. Students may also arrange special projects in the art of teaching, which the program believes equally important with the subject matter in community college and secondary-level social studies.

ADVANCED DEGREE STUDIES. Graduate students in political studies may also shape their M.A. programs to the special requirements of advanced degrees. Students who anticipate entering law school can tailor a program which draws upon the resources of legal studies. For those interested in pursuing a Ph.D. in political science, the subject-matter seminars offer graduate preparation in the standard fields required for doctoral study. POS 517 Seminar in Empirical Analysis provides training in research methods appropriate to students in their first year of doctoral study. The political studies program and the Department of Political Science at Southern Illinois University-Carbondale have a special arrangement for SSU students to take courses at SIU-C and vice-versa. M.A. candidates in political studies may also qualify for accelerated entry into the Ph.D. program in political science at SIU-C. For further information on this program, consult the program's *Handbook for Graduate Students*.

Admission to the Program

The program encourages diversity among its graduate students and so admits students who have been trained in most undergraduate fields of study. For those lacking a strong undergraduate background in political science, history or the social sciences, admission is conditional upon completion of two or more courses designated by the program committee. Persons desiring admission to the program

who do not hold a B.A. degree should investigate the requirements for alternative admission in this catalog.

Communication Skills

Successful performance in practical politics and political science require abilities to write and speak persuasively and to present sophisticated information and complex subject matters directly and plausibly. Completion of POS 501 Political Research and Writing will verify satisfaction of the communication skills requirement.

Advising

Upon admission to the program, students are assigned an initial adviser. After a semester in residence, students participate in the selection of their permanent academic adviser. This faculty member assists the student as thesis adviser, supervisor for internships and practice units and academic counselor in devising an appropriate program of study. The adviser also monitors student progress in satisfying the requirements of the program.

Grading

Students must have a grade average of B to qualify for the M.A. degree. A maximum of eight semester hours of C may be applied toward the degree so long as each hour of C is balanced by an hour of A. In no circumstances, however, may a grade lower than B in POS 501 Political Research and Writing be counted toward the degree. For students choosing the credit/no credit option, a CR represents work equivalent to B, meaning that grades of CR may be counted toward the master's degree.

Program Requirements

The M.A. in political studies is a 44-hour program with a required 28-hour minimum of 500-level courses.

Foundation

POS 501 Political Research and
Writing

4 Hrs.

POS 509 Judgement and

Context in the Practice of Politics	4 Hrs.
Subject-Matter Seminars (two required)	8 Hrs.
POS 511 Seminar in American Politics	
POS 512 Seminar in State Politics	
POS 513 Seminar in Politics, Equality, and the Legal Order	
POS 514 Seminar in Political Thought	
POS 515 Seminar in International Politics	
POS 516 Seminar in Comparative Politics	
POS 517 Seminar in Empirical Analysis for Political Science	
Internships (one required)	4 Hrs.
POS 521 Internship in the Electoral Process	
POS 522 Internship in the Legislative Process	
POS 523 Internship in the Executive Process	
POS 524 Internship in International Policy	
POS 525 Illinois Legislative Staff Internship	
POS 526 Illinois Legislative Staff Internship	
POS 529 Practice Unit	
Projects/Thesis	
POS 561 Graduate Project	4 Hrs.
POS 590 Thesis	4 Hrs.
Electives	12 Hrs.
University Requirements	
Public Affairs Colloquia	4 Hrs.
<i>Total Requirements</i>	<i>44 Hrs.</i>

Students emphasizing international affairs in their M.A. programs must take POS 515 Seminar in International Relations and are strongly encouraged to take POS 516 Seminar in Comparative Politics. Students interested in pursuing a doctoral

degree must take POS 517 Seminar in Empirical Analysis for Political Science in order to be recommended by the program for admission to a Ph.D. department in political science. Students who have extensive records of experience in political organizations or governmental agencies and who are not in the practical politics concentration, may petition the program committee to waive the internship requirement. Students in established internship programs, such as the Graduate Public Service Internship or the Illinois Legislative Staff Internship, may receive credit for the program's internship requirement. Consult the program's *Handbook for Graduate Students* for details about graduate internships.

Electives may be selected from a wide range of courses in political studies and related disciplines. Students may take up to 12 semester hours of 400-level courses for graduate credit. When they take 400-level courses, graduate students are held to a higher standard of performance and are required to complete additional requirements. Further information on how electives, seminars, projects and colloquia may be combined is available in the program's *Handbook for Graduate Students*. The *Handbook* also identifies sets of elective courses which the program approves for students concentrating in practical politics and for those developing a course of study focusing on international studies, the Ph.D. in political science or other advanced degrees, careers in teaching or avocations in public service.

Concentration in Practical Politics

Foundation

POS 501 Political Research and Writing	4 Hrs.
POS 509 Judgment and Context in the Practice of Politics	4 Hrs.

Subject-Matter Core

POS 511 Seminar in American Politics	4 Hrs.
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Internships (two required)POS 521 Internship in the
Electoral ProcessPOS 522 Internship in the
Legislative ProcessPOS 523 Internship in the
Executive Process

8 Hrs.

Colloquia (one required)POS 562 Colloquium on Cam-
paign Management and
Finance in Electoral
Systems

4 Hrs.

POS 563 Colloquium on Lobby-
ing, Staffing and Analysis
in Legislative and Policy
Systems.**Thesis**

POS 590 Thesis

4 Hrs.

Public Affairs Colloquia

4 Hrs.

Elective Courses

12 Hrs.

Students in the practical politics option may choose electives from such courses as POS 512 Seminar in State Politics, POS 408 American Political Behavior, POS 417 Judicial Process, POS 428 Public Interest, POS 452 Public Opinion and Electoral Behavior, POS 529 Practice Unit, ADP 504 Public Budgeting and ADP 581 Theories and Processes of Legislative Administration. Consult the *Handbook for Graduate Students* for further information.

*Total**44 Hrs.***Political Studies***Course Descriptions*

Both undergraduate and graduate students may enroll in 400-level courses. Graduate students, however, are held to a higher standard of performance and additional work may be required.

POS 301 Understanding Politics (4 Hrs.)

Fundamentals of political understanding gained through study of modern political institutions and events. Emphasis on American national politics.

Area I — Political Institutions, Policy and Behavior**POS 401 Political Communication** (4 Hrs.)

The several roles human speech plays in politics. Political advocacy from rhetoricians of classical antiquity to the 5:30 p.m. news and today's packaged candidates.

POS 402 Legislative Politics (4 Hrs.)

Legislative decisionmaking in the state legislature and United States Congress. The lawmaking process as a system involving interplay of competing personalities, interests and actors. Special attention to Illinois.

POS 404 Gubernatorial Politics and Administration (4 Hrs.)

Comparative analysis of state executive branches, focusing on policy formation with emphasis on Illinois.

POS 405 Illinois Government and Politics (4 Hrs.)

Policy-making process as it operates in Illinois. Major topics include constitutional structure, role of parties and interest groups, initiation of public policy, legislative process, role of the governor, politics of the budgetary process, implementation of public policy. See PAR 405.

POS 406 The American Presidency (4 Hrs.)

Nature and scope of the American presidency — both historically and analytically. Topical attention given to the views of the framers of the Constitution and to problems of presidential management, leadership and prerogative.

POS 407 Urban Politics (4 Hrs.)

Structure, function and politics of governmental entities in urban areas, with policy focus on issues and alternative methods of analysis. Attention given to small and large urban areas.

POS 408 American Political Behavior (4 Hrs.)

Examination of mass public opinion, electoral behavior and participation in American politics. Special attention is given to the role of the mass media.

POS 409 American Political Organizations (4 Hrs.)

Examination of interest groups and political parties in American politics. Special attention is given to the impact of mass media on contemporary political organizations.

POS 410 Contemporary Public Policy Issues (2 Hrs.)

Offered in conjunction with the biennial Crossroads Conference, a three-day meeting of legislators, journalists, academics, officials and others. Students participate in a seminar, write intensive anal-

yses of selected public policy issues and discuss these issues with public figures. Combines policy research, evaluation and advocacy.

POS 411 Human Nature in Politics (4 Hrs.)
Reciprocal influences of human conditions and public affairs. Topics may include politics and personality, family and the state, child-rearing and schooling in political socialization and individual adaptation to political roles.

POS 412 Political Processes (4 Hrs.)
An introduction to the examination of public policy-making at federal and state levels, utilizing game simulation of legislative action. Includes review of major national and state policy concerns, budgeting and bill drafting.

POS 413 Gender and Politics (4 Hrs.)
This course focuses on the impact of the difference between men and women in local, state, national and international politics. Gender differences examined in light of contemporary behavioral research. See WMS 413.

POS 414 Taking Part: Entry Level Civic Skills (4 Hrs.)
A study of government and policy making from the view point of the participant. Introduction to the skills and knowledge required for effective participation in local government, voluntary civic organizations and legislative bodies. Advocacy skills, policy background, library and research resources, parliamentary procedure, constituency understanding.

Area II — Politics and the Legal Order

POS 415 The American Constitution and Constitutional Law (4 Hrs.)
The place of the Constitution and Supreme Court in American polity, using both empirical and case materials. Focus on structure and powers of national government, with special emphasis on the Supreme Court as a policy-making institution. See LES 415.

POS 416 American Constitution and Civil Liberties (4 Hrs.)
Civil liberties constitutional law, with examination of Supreme Court's role in definition and development of civil liberties. Emphasis on Bill of Rights and Civil War Amendments. See LES 416.

POS 417 Judicial Process (4 Hrs.)
Social science literature on judicial process in the United States, with emphasis on Illinois. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance and criticisms of the process. See LES 411 and SJP 419.

POS 418 Rights in Theory and Practice (4 Hrs.)
Relationships between civil liberties and economic

and political systems. Definition of rights and civil liberties problems; role of judiciary, legislature and bureaucracy.

POS 421 Law and Social Order (4 Hrs.)
Nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from a critical perspective, including relationship between the legal system and justice and fairness and equality. Particular emphasis on issues of inequality involving race, class and gender. See LES 404, SOA 425 and WMS 445.

Area III — Political Thought

POS 425 Democracy, Pluralism, Elitism (4 Hrs.)
Three theoretical perspectives on the distribution of power in society: democracy, pluralism and elitism. Both normative (what ought to be) and empirical (what is) theoretical perspectives examined. Major focus on American society, but comparative materials included.

POS 427 Radical Social and Political Theory (4 Hrs.)
Examination of ideas and prophetic visions of Herbert Marcuse, Wilhelm Reich and Marshall McLuhan as critics of the technocratic state. Examines validity of critiques and alternative proposals for a radical reconstruction of social life. See LAR 441.

POS 428 Public Interest (4 Hrs.)
Traditions of political thought through contemporary authors and classic texts, with attention to the public interest versus private, special, vested and other interests.

POS 429 Political Ethics (4 Hrs.)
Examination of ethical relations in politics. Subjects considered include the requirements of practical judgment in legislative and administrative settings, ethically controversial issues in contemporary politics and important ethical traditions in political life.

POS 431 Classical Political Thought (4 Hrs.)
Major theoretical treatments of injustice and justice in Western political tradition. Emphasis on Plato and Aristotle. Includes origins of political science and political philosophy and consideration of relevant historical contexts.

POS 432 Modern Political Thought (4 Hrs.)
Major theoretical treatments of injustice and justice in Western political tradition. Emphasis on political tradition from Machiavelli to Marx, with particular concern for development of American constitutionalism and Marxism.

POS 434 American Political Thought I (4 Hrs.)

British and American thought that provided the basis of American idealism found in the Declaration of Independence. Readings from 17th and 18th centuries, with modern interpretations.

POS 435 American Political

Thought (4 Hrs.)

Basic issues and themes of American political life from colonial times to the 20th-century. Consideration given to such concepts as individualism, federalism, democracy and pluralism and to such problems as the transformation of America from an agrarian confederacy to a great world power, and the politics of race, region and interest.

Area IV — Empirical Analysis

POS 451 Empirical Analysis for Political

Science (4 Hrs.)

Examination of quantitative and behavioral methods in contrast with other modes of research; philosophy and logic of inquiry in the social sciences. Emphasis on uses of empirical research in public policy and practical politics.

POS 454 Microcomputers in Politics

and Government (4 Hrs.)

Review of microcomputer applications for uses in local politics and government. Problems and exercises develop proficiency in the uses of microcomputer programs for data analysis and management and report writing. No prior knowledge of a computer language is required or assumed.

Area V — Comparative and International Politics

POS 471 Comparative Politics (4 Hrs.)

Analysis and comparison of politics in developing and developed nations.

POS 473 World Politics (4 Hrs.)

Topics in international relations, e.g., North-South and East-West relations, international economy, war and peace and international organization.

POS 474 American Foreign Policy (4 Hrs.)

Analysis of postwar American foreign policy from Cold War to detente. Topics include American responses to Third World nationalism and revolution in South and Central America, Vietnam, South Africa and the impact of domestic policy and "great power" role on foreign policy-making.

POS 475 International Organizations and

Integration (4 Hrs.)

Examination of how nation states shape international organizations and are affected by them, in turn. Focus on the United Nations with consideration given to regional organizations, as well.

POS 477 Soviet Politics (4 Hrs.)

Evolution of the Soviet political system since 1917. Focus on the role of ideology and nationalism, with special attention paid to reforms in the Gorbachev

era. Contemporary problems, such as nationalities, economic stagnation, alcoholism and the role of women, are also considered.

POS 478 Political Economy of East Asia in

Global Perspective (4 Hrs.)

Examination of the political economies of such powerful East Asian exporting countries as Japan, South Korea and Taiwan. Special attention given to comparative political perspective and to present and future roles in the world economy.

Additional Topics

POS 480 Topics in Political Studies (4 Hrs.)

Issues arising from current and important political phenomena. May be taken for unlimited number of credit hours, but particular topic must differ.

POS 499 Tutorial

(1-4 Hrs.)

Graduate Courses

POS 501 Political Research and

Writing (4 Hrs.)

Techniques and styles current in practical political research, including microcomputer applications, documentary sources, information accessing systems, bill analysis and polling and survey research methods. Professionally effective writing is emphasized.

POS 509 Judgment and Context in the Practice of Politics (4 Hrs.)

Relation of political theory and practical political judgment. Subjects may include political culture, socialization to political roles, prudential decision-making, political ethics, methods of participant observation.

POS 511 Seminar in American

Politics (4 Hrs.)

Pre-eminent themes and basic literature in the field of American politics. Subjects covered in the seminar may vary.

POS 512 Seminar in State Politics (4 Hrs.)

Pre-eminent themes and basic literature in the field of American state politics. Subjects covered may vary.

POS 513 Seminar in Politics, Equality, and the Legal Order (4 Hrs.)

Pre-eminent themes and basic literature in the field of public law. Subjects covered in the seminar vary. See LES 513.

POS 514 Seminar in Political

Thought (4 Hrs.)

Pre-eminent themes and basic literature in the field of political theory. Subjects covered vary.

POS 515 Seminar in International

Relations (4 Hrs.)

Pre-eminent themes and basic literature in the field of international relations. Subjects covered vary.

POS 516 Seminar in Comparative Politics (4 Hrs.)
Pre-eminent themes and basic literature in the field of comparative politics. Subjects covered vary.

POS 517 Seminar in Empirical Analysis for Political Science (4 Hrs.)
Methods political scientists employ to collect and analyze current data. Practical research experience and some data processing techniques are used.

POS 521 Internship in the Electoral Process (4 Hrs.)
Concentrated learning experience in campaign management. Students are placed with program-approved campaigns and party organizations. Prerequisites: POS 501, one seminar (POS 511-517); or permission of instructor.

POS 522 Internship in the Legislative Process (4 Hrs.)
Concentrated learning experience in the legislative process. Students are placed with program-approved lobbying organizations, legislative liaisons, political consultants and units of the Illinois General Assembly. Prerequisites: POS 501, one seminar (POS 511-517), or permission of instructor.

POS 523 Internship in the Executive Process (4 Hrs.)
Concentrated learning experience in executive and staff positions. Students are placed in agencies of the state of Illinois. Emphasis is on staff support of governmental and political leadership. Prerequisites: POS 501, one seminar (POS 511-517), or permission of instructor.

POS 524 Internship in International Policy (4 Hrs.)
Concentrated learning experience in international policy making at the state and regional levels. Students are placed in program-approved agencies responsible for international programs and policies. Prerequisites: POS 501, one seminar (POS 511-517), or permission of instructor.

POS 525-526 Academic Seminar: Illinois Legislative Staff Internship (2-6 Hrs.)
Literature on legislative process and behavior, theories of representation, legislative staffing and Illinois government and politics. Restricted to students selected as Illinois legislative staff interns.

POS 529 Practice Unit (1 Hr.)
Structured experiential learning module designed

to accompany student undertaking in program-approved applied research. Prerequisites: POS 501, one seminar (POS 511-517), or permission of instructor.

POS 561 Graduate Project (4 Hrs.)
Individualized, in depth research on a political topic. Subject-matter and design of the project to be determined by the student and the supervising faculty member.

POS 562 Colloquium on Campaign Management and Finance in Electoral Systems (4 Hrs.)
Focused interchange among practitioners, scholars and students on laws, techniques and practices which affect campaign management is combined with intensive study of electoral systems. Extensive participation by professionals from the field. Enrollment restricted to students concentrating in practical politics. Prerequisites: POS 501, POS 511, or permission of instructor.

POS 563 Colloquium on Lobbying, Staffing and Policy Analysis in Legislative and Policy Systems (4 Hrs.)
Focused interchange among practitioners, scholars and students on current practices and techniques of effective lobbying and staffwork in the lawmaking and policy process is combined with intensive study of legislative and policy systems. Extensive participation by professionals from the field. Enrollment restricted to students concentrating in practical politics. Prerequisites: POS 501, POS 511, or permission of instructor.

POS 580 Special Topics (4 Hrs.)
Intensive study of a research or theoretical problem in political science or political education or practical politics. Subject matter and requirements for study and research are determined by the student and the supervising faculty member. Prerequisites: POS 501, one seminar (POS 511-517), or permission of instructor.

POS 590 Thesis (4 Hrs.)
Development and completion of a master's thesis in political studies. Prerequisites: POS 501, POS 509, one seminar, one internship, one project/colloquia, or permission of instructor.

POS 599 Graduate Tutorial (1-4 Hrs.)

Psychology

B.A. (60 Hrs.) M.A. (40-56 Hrs.)

Faculty — Joel Adkins, Ronald Havens, Jonathan L. Hess, Karen Kirkendall, John Miller, Patricia Lynn Pardie, A. Dan Whitley

Associated Faculty — Larry Shiner

Adjunct Faculty — Glen Aylward, Richard E. Dimond, Edward Hamann, Edwin LaSheta, Katherine Swan, Catherine Walters

The Bachelor's Degree

The psychology B.A. program provides students with a liberal arts background which can be used to obtain many different types of employment positions. On the other hand, because graduate work (M.A., M.S.W. or Ph.D.) generally is required for professional employment in the helping professions or for an academic career, the undergraduate curriculum also is designed to prepare students for continued study at the graduate level in psychology or related social services fields. Students should confer with a program adviser to choose elective courses in psychology that best suit individual interests and needs.

The core of required courses is designed to serve several purposes. Our primary goal is to help students gain the communication skills, problem-solving abilities, critical thinking and general information necessary for effective functioning in future academic, employment, social and interpersonal settings. Toward this end, the requirement of a course in advanced general psychology or critical thinking is designed to introduce students to general information gathering strategies, problem analysis approaches and communication skills. The required courses in quantitative methods and experimental psychology provide an introduction to the scientific methodologies used within the social sciences. The remaining requirements are designed to offer students a broad exposure to basic content areas within the field of psychology including abnormal, developmental and physiological psychology. It

should be noted that there are many other important topic areas within the field including learning, memory, perception, motivation, emotion, cognition, social psychology and various therapeutic intervention techniques. The psychology electives should be used to acquire information in these or other areas of special interest or value to the student.

An additional goal is to provide students with the background and skills necessary to secure entry into graduate school. For this reason, all students are advised to take the Graduate Record Examination (GRE) during the first semester of their junior year to obtain feedback regarding general areas of deficiency which can be improved prior to graduation and application to graduate school. In addition, all students should plan to attend one of the academic/career planning seminars held each semester. During these seminars students are given practical information and advice regarding their career options, academic goals, etc.

Students are encouraged to pursue electives outside psychology and related areas as part of a broad liberal arts education. The University Requirements contribute to a broadening of the educational experience. The Applied Study Term provides students with an unusual opportunity to integrate classroom learning and practical field experience, as well as to gain experience that may be useful in decisions about employment or later training.

Psychology is an appropriate major for students who seek certification as elementary school teachers. The psychology pro-

gram in conjunction with the teacher education program offers an integrated course of study leading to teacher certification and to a B.A. in psychology. A major in psychology provides the education student with a fundamental liberal arts perspective and with an introduction to the psychological principles underlying the teaching and learning processes. Requirements for students choosing the psychology/teacher education option are somewhat different from those for the regular B.A. degree and are listed separately below.

Entrance Requirements

The undergraduate psychology program has no specific entrance requirements beyond admission to the university, but it is assumed that entering students have had at least one course in introductory psychology.

Communication Skills

All psychology majors are required to complete tests to assess reading and writing skills in English within one year of declaring a psychology major. Students who do not meet standards established by the psychology faculty will be required to complete remedial work, which may include course work for which degree credit is not granted.

Applied Study

The Applied Study Term (AST), one component of the University Requirements, provides psychology students with an opportunity to gain practical experience in field placements suited to their goals and interests. Placements have included local mental health centers, various other mental health and community service organizations (such as the Youth Service Bureau, the Springfield Mental Health Center, the Sangamon-Menard Alcoholism and Drug Abuse Council and the YMCA), research positions at the SIU Medical School and research experience with Sangamon State faculty. Generally, the AST Office and the psychology program can provide an appro-

priate placement, and student-initiated placements also are possible with approval of the adviser and the AST Office.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Total hours required in the psychology undergraduate program are distributed as follows:

Core Requirements

PSY 301 Advanced General Psychology	4 Hrs.
<i>or</i>	
PSY 302 Critical Thinking	4 Hrs.
PSY 303 Experimental Psychology	4 Hrs.
PSY 311 Quantitative Methods	4 Hrs.
PSY 412 Introduction to Physiological Psychology	4 Hrs.
PSY 421 Life-Span Developmental Psychology	4 Hrs.
PSY 446 Abnormal Psychology	4 Hrs.
<i>Total Core</i>	<u>24 Hrs.</u>

Other Requirements

Psychology Electives (Psychology courses or cross-listed courses)	8 Hrs.
<i>Total Psychology Courses</i>	<u>32 Hrs.</u>

University Requirements

General Electives Any 300- or 400-level courses, psychology or nonpsychology	16 Hrs.
<i>Total Requirements</i>	<u>60 Hrs.</u>

Psychology/Teacher Education

The psychology program requirements are modified slightly to meet the special needs of psychology majors who seek ele-

mentary teacher certification. The student should also consult the teacher education section of this catalog.

Core Requirements

PSY 301 Advanced General Psychology	4 Hrs.
PSY 311 Quantitative Methods	
or	
PSY 465 Psychological Tests and Measurements	4 Hrs.
PSY 421 Life-Span Developmental Psychology	4 Hrs.
PSY 446 Abnormal Psychology	4 Hrs.
<i>Total Core</i>	<u>16 Hrs.</u>
Psychology Electives	<u>16 Hrs.</u>
<i>Total Requirements</i>	<u>32 Hrs.</u>

See also teacher education requirements in this catalog.

Lower Division Courses

Because we consider academic work at Sangamon State University to be a continuation of the student's previous education, allowances are made for the application of lower-division credits in psychology toward the major in psychology.

Students who have earned a B or better in lower-division level psychology courses beyond Introduction to Psychology at another institution may use those courses as the basis for a reduction of up to six hours in the total number of hours in psychology required of program majors. In addition, if one of those courses, or a combination thereof, is judged by the psychology program faculty to be equivalent to a required core course, that specific requirement may be waived. Students still must meet the university requirement of a total of 60 hours for graduation. This particular provision, however, may allow the distribution of those hours to be broadened.

The Master's Degree

The graduate program in psychology offers two M.A. concentrations: general psychology (40 Hrs.) and clinical psychology (56 Hrs.). The degree in general psychology provides a broad academic back-

ground and is appropriate as a terminal degree for work in many psychology-related occupations or as preparation for advanced graduate work. Core requirements for the general M.A. degree focus upon methodology and theoretical issues. In addition, each student is required to complete intensive readings and pass an examination in a selected area, such as developmental psychology, general experimental psychology or biopsychology.

The clinical M.A. is designed as a professional, terminal degree, but also is suitable as preparation for a Ph.D. program in clinical psychology, or in counseling or related areas. The clinical M.A. program includes general theoretical knowledge and emphasizes the development of applied skills in psychological assessment and in individual and group psychotherapy.

Waivers

Students may petition the psychology program for a waiver of any admission or degree requirement. The sole basis for any waiver is demonstrable competence in the area covered by the requirement and the decision is entirely at the discretion of the psychology program.

Grades

A grade point average of 3.0 or better is required for graduation. No more than eight semester hours of C grades in graduate courses are acceptable toward the degree, and they must be balanced by an equal number of hours of A.

Graduate Credit for 400-level Courses

With written permission of the adviser, graduate students may receive credit for a maximum of eight semester hours of 400-level courses. Graduate students are expected to meet a higher standard of performance than undergraduate students in 400-level courses and may be required to complete additional course requirements at the discretion of the instructor. Graduate

students must earn a grade of B or better to receive credit for 400-level courses. In some instances, graduate students may be advised to remedy deficiencies in their preparation for graduate study by completing undergraduate courses. Such extra remedial courses cannot be used for graduate credit.

Master's Project

In accordance with university requirements, all graduate students must complete a written master's project. The proposed project must be approved before it is begun. Specific guidelines on completing this requirement are available from the psychology program office.

General M.A. Program

Entrance Requirements

Admission to the general M.A. concentration in psychology is by application; forms can be obtained from the psychology program. Admission to graduate study at the university does not assure admission to the psychology program.

All university and psychology program admission forms, complete transcripts and all letters of recommendation should be submitted as early as possible prior to the desired semester of entry into graduate studies. Only the files of students who have submitted all required materials by April 15 or October 15 will be reviewed for an admission decision. Incomplete applications or applications received after the deadline will result in the postponement of an admission decision until the next deadline. In the interim, these applicants may register as special students for a maximum of 12 semester hours of credit with the understanding that their participation in these courses in no way guarantees their eventual acceptance into the program.

PSY 303 Experimental Psychology and PSY 311 Quantitative Methods in the Behavioral Sciences or their equivalents and at least two additional upper-division courses in psychology are required for

admission to the general M.A. concentration in psychology. Students who do not meet these requirements may be admitted provisionally, at the discretion of the admissions committee, but must make up the prerequisite undergraduate courses in addition to the regular graduate requirements.

Advancement to Candidacy

Students admitted to the general M.A. program are advanced to candidacy only upon completion of PSY 501 Psychology Graduate Colloquium with a grade of B or better and the demonstration of graduate-level performance in reading, writing and speaking English. Performance in the colloquium and scores on standardized examinations are used in judging communication skills. Students who initially fail to meet standards established by the psychology program faculty will be required to complete remedial work prescribed by the program faculty. Remedial work may include course work which does not earn credit toward the M.A. degree. Enrollment in PSY 589 M.A. Project is not open to students who have not been advanced to candidacy.

Advising

An adviser must be selected from the psychology program faculty; students are expected to meet with advisers prior to registration.

General M.A. Program Requirements

Core Requirements

PSY 501 Graduate Colloquium in Psychology	4 Hrs.
PSY 503 Research Methods	4 Hrs.
and any <i>two</i> of the following:	
PSY 504 Theoretical Psychology	4 Hrs.
PSY 506 Cognitive Psychology	4 Hrs.
PSY 516 Models of Brain Function	4 Hrs.
PSY 520 Seminar in Developmental Psychology	4 Hrs.

PSY 530 Seminar in Social Psychology	4 Hrs.
<i>Total hours in core</i>	<i>16 Hrs.</i>

Other Psychology Requirements

Adviser-approved courses	16 Hrs.
PSY 589 M.A. Project	4 Hrs.
<i>Subtotal</i>	<i>20 Hrs.</i>

University Requirements

Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<i>40 Hrs.</i>

Areas of Study

Students may focus their course work in an area of study such as developmental psychology, psychology of language and communication, organizational psychology or other areas for which appropriate courses and faculty expertise are available in the psychology program or, in some cases, in other university programs. Students who do not choose to focus their course work in one area of study may elect courses that provide a broad sampling within psychology and related areas. To receive credit toward the M.A. degree in the general psychology concentration for courses taken in other university programs, a student must have a petition approved in writing by the advisory committee prior to taking the course(s). No more than 12 hours of course work in other programs may be approved.

Clinical Concentration

The clinical M.A. is designed to provide the training and experience necessary to secure employment in the field, generally within a rural community mental health center or a similar mental health setting. However, because doctoral level training is required for licensure in most states and is preferred by many employers (including universities, hospitals and mental health centers in major urban areas), the clinical curriculum also has been designed to serve as suitable preparation for eventual entry into doctoral level training.

The clinical M.A. program includes core courses which emphasize a familiarity with relevant professional issues, theories

and research results, a mastery of basic clinical skills and the acquisition of research techniques and general knowledge appropriate to the discipline. The remainder of the curriculum consists of courses designed to build on this background with more specialized skills, knowledge and experiences in a specific field of interest to the student (e.g., assessment, individual therapy, family therapy, addiction, child therapy, hypnotherapy, etc.). An M.A. project is required as a closure exercise for all students. In general, it is expected that this project will involve data collection and analysis; however, program development proposals, case studies or in-depth reviews of the literature may be approved in some instances.

Psychology graduate students are required to demonstrate graduate-level performance in reading, writing and speaking English. In addition to assessment in courses, students are required to complete standardized examinations. Students who initially fail to meet standards established by the psychology program faculty will be required to complete remedial work prescribed by the program faculty. Remedial work may include course work which does not earn credit toward the M.A. degree.

Entrance Requirements

Acceptance into the M.A. clinical concentration is reserved for a limited number of applicants each year on a competitive basis. All application materials, including university and program application forms, all transcripts and three letters of recommendation must be submitted prior to April 15 or October 15. Incomplete applications received after a deadline will result in the postponement of an admission decision until the following deadline. In the interim, these applicants may register as special students for a maximum of 12 semester hours of credit in courses which are not reserved for admitted students only with the understanding

standing that participation in these courses in no way guarantees their eventual acceptance into the program.

Courses in abnormal psychology, quantitative methods (statistics), psychological tests and measurements, personality theory and developmental psychology or their equivalents are required for full admission into the clinical psychology concentration. Provisional admission contingent upon completing these prerequisites is possible. Courses taken to fulfill these prerequisites may not be applied toward the graduate degree.

Clinical Concentration Requirements

Psychology Core

HDC 503 Research Methods	4 Hrs.
HDC 520 Seminar in Developmental Psychology	4 Hrs.
<i>or</i>	
PSY 530 Seminar in Social Psychology	4 Hrs.
PSY 541 Professional and Ethical Issues	4 Hrs.
PSY 542 Theories of Psychopathology and Psychotherapy	4 Hrs.
PSY 543 Clinical Biopsychology	4 Hrs.
PSY 544 Intelligence Testing	4 Hrs.
PSY 545 Personality Assessment	4 Hrs.
PSY 551 Techniques of Psychotherapy	4 Hrs.
PSY 552 Techniques of Group Counseling and Psychotherapy (or HDC 503)	4 Hrs.
PSY 554 Child Psychopathology and Therapy	4 Hrs.
PSY 580 Practicum in Clinical Psychology	4 Hrs.
<i>Total Core</i>	<u>44 Hrs.</u>

Psychology electives 8 Hrs.

University Requirements

Public Affairs Colloquia	4 Hrs.
<i>Total</i>	<u>56 Hrs.</u>

In addition to course requirements, students are required to complete a formal clo-

sure exercise as required by university policy. Guidelines for completion of this report are available from the psychology program.

Students who intend to seek a position in a mental health facility upon graduation may wish to use their elective hours for additional practicum experience or for additional training in specific clinical skills such as neuropsychological assessment, play therapy, family therapy or Ericksonian approaches to psychotherapy. Students planning to apply to doctoral programs may choose to take research-oriented courses in topics such as advanced quantitative methods, cognitive psychology or models of brain function.

Psychology *Course Descriptions*

PSY 301 Advanced General Psychology (4 Hrs.)

Selected methods, data and theories in perception, learning, cognition and motivation. Prerequisite: Introductory course in psychology.

PSY 302 Critical Thinking (4 Hrs.)

Reading and exercises designed to improve skills in critical thinking. Emphasis is on intensive practice and individualized feedback rather than on theory.

PSY 303 Experimental Psychology (4 Hrs.)

The experimental method in psychology, including philosophical background and introduction to research strategies and designs. Prerequisite: Introductory course in psychology.

PSY 311 Quantitative Methods in the Behavioral Sciences (4 Hrs.)

Intuitive conceptual overview of statistics as used in psychology and the human services professions, including introduction to descriptive statistics (central tendency, variability, standard scores, correlation) and inferential statistics (hypothesis testing). Prerequisite: Understanding of basic algebraic concepts.

PSY 400 Special Topics in Psychology (4 Hrs.)

Selected topics of special interest which may vary from semester to semester. May be repeated, but topics must vary.

PSY 401 Educational Psychology (4 Hrs.)

Topics in psychology relevant to teaching: educa-

tional objectives, student characteristics and development, the learning process and evaluation of learning.

PSY 402 Psychology of Learning (4 Hrs.)

Major theories of learning and selected historical and contemporary research in learning and related areas. Prerequisite: PSY 301, or equivalent.

PSY 405 Philosophy of Psychology (4 Hrs.)

Philosophical and metatheoretical issues in contemporary psychology.

PSY 412 Introduction to Physiological Psychology (4 Hrs.)

Basic structure and functions of the nervous system: neuron physiology, sensory processing and physiological regulations.

PSY 413 Advanced Physiological Psychology (4 Hrs.)

Data and theories of brain function in learning, attention, motivation and psychopathology. Prerequisite: PSY 412.

PSY 414 Hormones and Behavior (4 Hrs.)

Roles of internal secretion glands and their hormones in metabolic processes, their effects upon behavior, regulation of hormonal secretion and effects of environmental factors.

PSY 415 Psychoactive Drugs (4 Hrs.)

Major classes of drugs that affect psychological processes and behavior, issues of drug use in treatment of mental disorders; drugs as a social problem.

PSY 421 Life-Span Developmental Psychology (4 Hrs.)

Cognitive, emotional and social development across the life span; determinants of individual differences and principles of mental and physical health throughout life.

PSY 422 Child Development (4 Hrs.)

Development of intelligence, language and cognition, physical growth and social and personal development in newborns, infants and toddlers and in early and middle childhood. Emphasis on child-rearing practices.

PSY 423 Adolescence (4 Hrs.)

Psychological, social and biological development (including medical problems) in adolescence. Influence of milieu (family, peers, school, church, work) on cognitive, emotional and social development.

PSY 424 Exceptional Child (4 Hrs.)

Behaviors and conditions that make a child different from most other children, including all conditions addressed by Public Law 94-142. Topics include mental retardation, learning disabilities, behavior disorders, giftedness, and hearing, vision and speech impairments.

PSY 431 Social Psychology: Psychological Perspectives (4 Hrs.)

Survey of major theories and selected areas of

research in social psychology.

PSY 435 Social Psychology of Women (4 Hrs.)

Empirical research and phenomenological descriptions of five key areas of female psychology: biology, personality, social roles, sexuality and mental health. Special emphasis on power differentials between the sexes as they relate to achievement, self-esteem and identity formation. See WMS 451.

PSY 441 Theories of Personality (4 Hrs.)

Major theories of personality and determinants of individual differences.

PSY 442 Consciousness (4 Hrs.)

Theories of consciousness; consciousness-altering techniques, with emphasis on procedures to uncover unconscious material. Meditation, hypnosis, bio-feedback, sensory deprivation, dreams and drugs.

PSY 444 Creativity and Problem Solving (4 Hrs.)

Systems-oriented approach to problem solving and creativity. Experiential learning with structured exercises.

PSY 445 Advanced Human Potential (4 Hrs.)

Provides students with opportunities to examine and enhance self-esteem, values and life goals. Exercises, group discussions and dyadic exchanges utilized. Blocks to increased levels of self-esteem reviewed and procedures provided to aid students in quest of self awareness and self actualization.

PSY 446 Abnormal Psychology (4 Hrs.)

Theories, research and classification systems relevant to abnormal behavior. Emphasis on current diagnostic and descriptive systems.

PSY 454 Consulting Psychology (4 Hrs.)

Role and procedures of the psychological consultant to organizations and individuals. Models of human behavior discussed but emphasis is upon techniques.

PSY 455 Interviewing (4 Hrs.)

Discussion of interviewing process, with emphasis on procedures of effective interviewing. Students practice interviewing and receive feedback.

PSY 456 Crisis Intervention Hot Line (2 Hrs.)

Offers didactic training in suicide, depression, alcohol and drug-related problems as well as theories and techniques of suicide prevention and crisis intervention. This training is followed by approximately three to six hours per week of volunteer work on suicide prevention or crisis intervention hot line. Other experiences in the mental health field are provided whenever possible. May be repeated for a maximum of four hours credit.

PSY 457 Transactional Analysis: Theory and Procedures (2 Hrs.)

Concepts in transactional analysis and their utilization. Topics include stroke economies, script work, stimulus hunger, position hunger, time structuring, attribution and injunctions.

PSY 458 Transactional Analysis: Principles of Group Treatment (2 Hrs.)

Procedures in organizing and leading a transactionally-oriented treatment group. Students specify and utilize a treatment contract for themselves. Prerequisite: PSY 457, or several introductory workshops in transactional analysis.

PSY 459 Stress Management (4 Hrs.)

Comprehensive program of techniques for stress management, including anger and fear reduction, time management, decisionmaking, autogenic training, imagery and visualization, social networking and centering.

PSY 465 Psychological Tests Measurements (4 Hrs.)

Basic theories of psychological tests and of test construction and interpretation. Includes representative tests and examines contemporary issues in testing.

PSY 490 Independent Study in Psychology (2-4 Hrs.)

Selected topics by agreement with a member of the psychology program faculty; topics, methods of study and means of evaluation to be negotiated between student and faculty member. May be repeated without limit, but topics must differ.

PSY 500 Seminar in Psychology (4 Hrs.)

Specially selected topics in psychology. Content varies according to interest and demand. May be repeated without limit, but topics must differ.

PSY 501 Graduate Colloquium in Psychology (4 Hrs.)

Seminar in which students examine and report upon selected areas of psychological research. Prerequisite: Graduate standing in psychology and PSY 303 and PSY 311, or equivalent.

PSY 502 Advanced Quantitative Methods in the Behavioral Sciences: Hypothesis Testing (4 Hrs.)

Various laboratory and nonlaboratory methodologies and tools for research and assessment. Preparation for graduate-level analysis of available literature. Prerequisite: PSY 311, or equivalent.

PSY 503 Research Methods (4 Hrs.)

Investigation of the problems of developing and improving research skills in the social sciences. There will be an emphasis on decisions about specific evaluation methodologies; timing of data gathering and analysis will be closely related to content and context of the program under evaluation. Prerequisite: PSY 311, or equivalent.

PSY 504 Theoretical Psychology (4 Hrs.)

The problems of knowledge in psychology. Prerequisite: Graduate standing in psychology.

PSY 506 Cognitive Psychology (4 Hrs.)

An overview of specially selected topics relevant to the processes of sensation, perception, learning, memory, decisionmaking, problem solving, reasoning and language. Special emphasis will be placed on the information processing view of cognitive psychology.

PSY 516 Models of Brain Function (4 Hrs.)

Logical principles of brain function; neural models of sensory representation, information processing, learning, attention and consciousness. Prerequisite: PSY 412, or equivalent.

PSY 520 Seminar in Developmental Psychology (4 Hrs.)

Specially selected topics relevant to the field of developmental psychology. Content varies according to interest and demand. May be repeated without limit, but topics must differ. Prerequisite: PSY 421, or equivalent.

PSY 524 Psychology of Aging (4 Hrs.)

Foundation in psychology of adult development and aging, with emphasis on theories, methodologies and research findings. Focus on cognitive, social, psychological and mental health aspects of aging. Prerequisite: PSY 421, or equivalent.

PSY 530 Seminar in Social Psychology (4 Hrs.)

Topics in personality and social psychology selected on the basis of student interest and available current research. Topics may include attitudes and social cognition, interpersonal relations, group processes and personality processes and individual differences. Prerequisite: PSY 311 and PSY 431.

PSY 540 Seminar in Clinical Psychology (4 Hrs.)

Specially selected topics concerned with theories and issues in clinical psychology. Content varies according to interest and demand. May be repeated without limit, but topics must differ. Prerequisite: PSY 542.

PSY 541 Professional and Ethical Issues (4 Hrs.)

Review of the history, professional development and ethical principles of clinical psychology. Establishes a context for understanding the nature of clinical practice, relationships with other professions and the legal and ethical issues confronted by clinicians. Prerequisite: PSY 446, graduate standing.

PSY 542 Theories of Psychopathology and Psychotherapy (4 Hrs.)

Systematic examination of the theories, research, diagnostic and treatment issues regarding various types of abnormal behavior. Prerequisite: PSY 446, graduate standing.

PSY 543 Clinical Biopsychology (4 Hrs.)

Organic factors in psychologic disorders, general physical diseases manifested as psychological disorders, psychological disorders resulting from drug use (including drugs prescribed for physical disease) and effects and side effects of drugs used in treating psychological disorders. Prerequisite: PSY 446.

PSY 544 Intelligence Testing (4 Hrs.)

Basic administration, scoring and interpretation of intelligence tests such as WISC, WAIS and Stanford-Binet. Prerequisite: PSY 465, graduate standing.

PSY 545 Personality Assessment (4 Hrs.)

Basic administration, scoring and interpretation of objective and projective personality tests, such as MMPI, EPPS, Rorschach, TAT and Bender-Gestalt. Prerequisite: PSY 544.

PSY 546 Neuropsychological Assessment (4 Hrs.)

Conceptual framework for assessing brain impairment from psychological tests; basics of clinical neuroanatomy; emphasis upon aphasia. Prerequisites: Graduate standing in psychology or speech pathology or occupational therapy and PSY 465 and PSY 544.

PSY 550 Seminar in Clinical Interventions (4 Hrs.)

Specially selected topics relevant to the process of clinical intervention. Content varies according to interest and demand. May be repeated without limit, but topics must differ. Prerequisite: PSY 542.

PSY 551 Techniques of Psychotherapy (4 Hrs.)

Systematic examination of major psychotherapeutic techniques essential to human relationships and helping processes. Prerequisites: PSY 542.

PSY 552 Techniques of Group Counseling and Psychotherapy (4 Hrs.)

Systematic examination of divergent theories and techniques for changing interpersonal relations and resolving personal problems through group processes.

Principles and Techniques of Child Therapy (4 Hrs.)

Consideration of recent thinking and research about child therapy. Surveys techniques recommended for treatment of disorders classified as intrapersonal, situational and crisis. Diagnosis of disorders emphasized.

PSY 554 Child Psychopathology and Therapy (4 Hrs.)

Recognition and definition of clinical problems of childhood. Students learn how to disclose clinical results, prescribe treatment approaches and outline theoretical positions based upon research findings.

Prerequisite: PSY 421, or equivalent.

PSY 555 Play Therapy: Comparative Approaches (4 Hrs.)

Play therapy in treatment of children with severe handicaps, such as transient developmental adjustment difficulties. Examination of divergent theoretical models upon which play therapy is founded.

PSY 556 Ericksonian Approaches to Psychotherapy (4 Hrs.)

Advanced training in theories and techniques of Ericksonian psychotherapy: metaphors, double-binds, paradoxes and experiential learning assignments. Prerequisite: PSY 551.

PSY 557 Group Dynamics and Leadership (4 Hrs.)

Variables influencing group behavior of individuals in groups; analysis of effective leadership styles. Simulations demonstrate group processes and provide practice in specific leadership techniques.

PSY 558 Theories of Family Therapy (4 Hrs.)

Theories and models of family therapy, emphasizing integration of issues relating to family treatment with systems theory. Family therapy issues will be compared across treatment models. Students read extensively in one or more approaches and make class presentations. Prerequisite: CFC 534 or HDC 534, or equivalent.

PSY 560 Independent Study: Directed Readings (4-8 Hrs.)

Intensive study of assigned readings in general psychology, developmental psychology, biopsychology or other approved areas, including completion of a written comprehensive examination. May be repeated without limit, but topics must differ. Prerequisite: PSY 501.

PSY 570 Psychology Field Placement (4 Hrs.)

Placements designed to provide experiential learning opportunities; 16-20 hours per week. May be repeated for a total of 12 semester hours.

PSY 580 Practicum in Clinical Psychology (4 Hrs.)

Community placement for experiential learning of clinical skills; 16- to 52-week commitment of 16-20 hours per week. May be repeated for a total of 12 semester hours. Prerequisites: PSY 541, PSY 542, PSY 544, PSY 545, PSY 551.

PSY 589 M.A. Project (4 Hrs.)

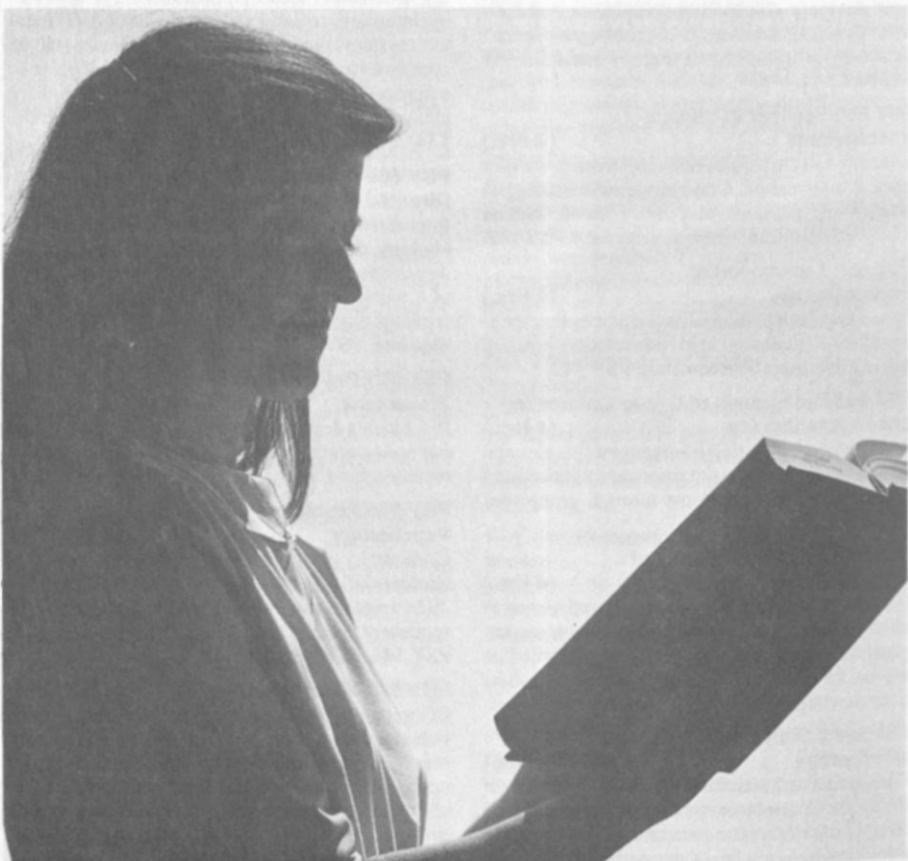
Classroom work culminating in an intensive individual project to demonstrate ability to formulate, investigate and analyze a problem and to report upon it in writing and orally. Students choose a topic with the advice of the instructor and the student's academic adviser. The project is evaluated by the instructor and the student's graduation committee.

PSY 590 Independent Research in Psychology (2-4 Hrs.)

Study of selected topic by agreement with a member of the psychology program faculty; topics, methods of study and means of evaluation to be negotiated between student and faculty member. May be repeated without limit, but topics must differ.

The following courses may be taken to fulfill several psychology requirements and/or electives. Please consult your adviser.

- CFC 369 COPE I
- CFC 371 COPE II
- CFC 558 Theories of Family Therapy
- CFC 581 Adult Development and Aging
- HDC 475 Psychological Tests and Measurements
- HDC 559 Advanced Family Therapy
- HDC 560 Clinical Education in Psychosocial Care
- SOA 461 Social Psychology: Psychological Perspectives



Public Administration

M.P.A. (48 Hrs.)

Faculty — John Collins, Jeanne-Marie Col, Geoffrey Y. Cornog, Phillip M. Gregg, Kenneth Oldfield, Randolph P. Kucera, A. Wayne Penn, Ronald Sakolsky

Adjunct Faculty — Leland W. Fuchs

The public administration program offers professional graduate education leading to the M.P.A. degree and prepares students for careers in public service. The curriculum and requirements for this degree have been approved and meet the standards set by the National Association of Schools of Public Affairs and Administration (NASPAA). The program works actively with many elements of state and local government to integrate academic and experiential components of the educational process. Many students have positions within agencies of Illinois state government; a growing number of pre-professional students have joined them in preparation for careers in public administration. Both the mix of students and the location of the program assist in the process of relating the concepts of theory to the insights of practical experience.

The effective management of public agencies requires a high level of administrative competence; therefore, basic curricular requirements are designed to impart knowledge and skills essential to meet pressing public problems. Advanced course work in the program may be pursued through identified sets of professional development courses or through individually designed programs of study related to particular career goals. Thus, the program allows highly flexible career preparations, while imparting fundamental knowledge and problem-solving skills.

Entrance Requirements

The public administration program faculty reviews and accepts students for the M.P.A. degree. Prospective students must also complete a separate application for

graduate admission to the university. Applicants must provide undergraduate transcripts, transcripts of prior graduate work and scores for the general portion of the Graduate Record Examination (GRE). International students for whom English is not the native language must provide TOEFL scores. Students who have not reported GRE scores at the time of application may be conditionally accepted into the program provided their overall undergraduate grade point averages are 2.0 or better ($C = 2.0$).

Prospective students are strongly encouraged to obtain application information well in advance of their first term in the program. Completed applications should be received at least four weeks prior to the first intended semester of M.P.A. enrollment. Application materials may be obtained from: Public Administration Program, PAC 366, Sangamon State University, Springfield, IL 62794-9243, 217/786-6310.

Pre-Service Students

Students entering the program without significant professional work experience in the public or private sector are encouraged to undertake internships as part of their programs of study. Opportunities for such internships exist in various state and local government agencies within the Springfield area. A student may undertake an internship for up to 20 hours of work per week during the regular academic year. Associated with the internship is an Internship Seminar (two credit hours) for a maximum of four credit hours applicable toward the M.P.A. degree. Intern seminars are designed to relate the work experience to the career development goals of the stu-

dent. These seminars are undertaken upon joint agreement of the student and the adviser. Another opportunity for work experience is identified in this catalog under the heading of Graduate Public Service Internship Program.

Grading Policy

Public administration students may apply up to eight credit hours of C work toward the M.P.A. degree, provided that each credit hour of such work is offset by a credit hour of A work earned in a 500-level ADP course. All course work applied toward the M.P.A. under this arrangement must be earned at SSU while the student is enrolled in a graduate program at the university.

Writing Competence

Faculty identify writing deficiencies in courses and refer students to the Learning Center.

Program Requirements

Program Foundation and Core

Within the first 20 hours of program study, students are to meet the requirements of the program foundation (12 hours), which surveys the field of public administration and those analytical tools prerequisite to advanced study. In addition, students are required to complete 12 hours of program core course work covering major functional areas and processes of public administration.

Advanced Professional Development

Advanced professional development courses concern particular areas of expertise and career opportunities. Twenty hours of elective course work are taken in pursuit of elected areas of study; at least 12 hours typically involve public administration courses. Recognizing the diversity of student goals, the program allows students who wish to pursue individualized areas of study to do so in consultation with their

advisers. Others may wish to pursue one of the professional development areas of study specifically identified here.

Students pursuing the M.P.A. typically follow one of two advanced professional development patterns. One pattern involves course work chosen from ADP offerings, often including specialization in fields such as personnel, budgeting, policy analysis/program evaluation, intergovernmental program administration, or organizational change/development. The second pattern involves completing advanced course work in ADP offerings in conjunction with course work offered by other SSU academic programs, such as legal studies (administrative law); mathematical systems (computer science, operations research); environmental studies (environment); accountancy (public financial management); child, family, and community services (social services); or social justice professions (law enforcement, corrections).

The *Public Administration Handbook* contains detailed information concerning the planning of advanced professional development course work.

Master's Project

MPA students complete the university master's project within an approved 500 level ADP course selected in consultation with the program faculty adviser. Approval and certification of successful project completion is made according to established university regulations. Detailed information concerning the master's project is provided in the *Public Administration Handbook*.

Program Foundation

ADP501 Bureaucratic Politics and Public Policy Development	4 Hrs.
ADP502 Organization Dynamics	4 Hrs.
ADP503 Analytical Tools for Public Administrators	4 Hrs.
	12 Hrs.

Core Courses

ADP504 Public Budgeting	4 Hrs.
ADP505 Human Resource Administration	4 Hrs.
ADP506 Management Skills	4 Hrs.
	<u>12 Hrs.</u>

Advanced Professional Course work
(See *Public Administration Handbook.*) 20 Hrs.

University Requirements

Public Affairs Colloquia	4 Hrs.
Master's Project	—
Total	<u>48 Hrs.</u>

Public Administration Course Descriptions

Program Foundation

ADP 501 Bureaucratic Politics and Public Policy Development (4 Hrs.)

Patterns and limits of bureaucratic power in public policy processes. Attention to impact of relationships between agencies, chief executives and legislatures upon exercise of agency policy initiatives.

ADP 502 Organization Dynamics (4 Hrs.)

Structure and function of public organizations as socio-technical systems and of related individual, group and leadership processes. Topics include leadership, decisionmaking, group dynamics, motivation, job satisfaction, authority, power, organizational change, communication, conflict, and organization structure and design.

ADP 503 Analytical Tools for Public Administrators (4 Hrs.)

Analytical and research tools required by professional public administrators. Topics include access to research materials, research methodology, analytical decisionmaking tools, descriptive statistics, inferential statistics and introduction to advanced statistics.

Program Core

ADP 504 Public Budgeting (4 Hrs.)

Budgetary decisionmaking in governmental units. Political, economic and administrative aspects of budgeting are examined. Analysis of budget innovations, such as the PPB System and Zero-Base Budgeting.

ADP 505 Human Resource Administration (4 Hrs.)

Personnel administration in the public sector and administrative problems raised by this important

management responsibility. Evaluation of psychological, administrative, political and legal factors affecting management's ability to deal with organization/employee relationships. Examples from federal, state and local governments.

ADP 506 Management Skills (4 Hrs.)

Specific management skills important to effective operation of public organizations and programs. Prerequisite: ADP 502 and 503, or equivalents.

Human Resource Administration

ADP 411 Union Contract Administration (4 Hrs.)

Contract administration with emphasis on interpretation, application and impasse resolution techniques of grievance procedures, mediation and arbitration. See LAR 464.

ADP 412 Demystifying Professionalism (4 Hrs.)

Consideration of definition of professionalism as an ideological question. Conservatives defend traditional model of professionalism; liberals allude to "new professionalism"; radicals call for de-professionalization of society. These differences are explored.

ADP 511 Collective Bargaining (4 Hrs.)

Development and nature of employee organizations, collective bargaining and public policies on labor relations in the public sector — federal, state and local. Analysis of contemporary bargaining relations, procedures, problems and consequences. Prerequisite: ADP 505, or permission of instructor.

ADP 512 Advanced Human Resource Administration (4 Hrs.)

Contemporary issues in employee staffing and evaluation, government/employee relations organizational structure and innovation and technologies affecting public employment. Topics include images of public service, merit systems, patronage, employee conduct, wage and salary levels and effects of employee organization. Prerequisite: ADP 505, or equivalent.

ADP 513 Staff Development and Supervision (4 Hrs.)

Training in and background understanding of personnel issues, staff development models and principles of direct supervision. See CFC 544 and HDC 544.

Budget and Finance

ADP 421 Auditing Concepts and Responsibilities (4 Hrs.)

Role of the attest function in society and knowledge of concepts and techniques underlying the audit process. Includes historical evolution of the attest function; professional responsibilities and ethics.

auditing standards; legal liabilities; the audit process, reports and opinions. Prerequisites: ACC 323 and 334. See ACC 464.

ADP 522 Budgeting Simulation (4 Hrs.)

Applied study involving construction of a public sector budget, ranging from analysis of demographic data and revenue forecasting to actual presentation of an annual fiscal request/report. Each student is responsible for developing budgets for selected governmental programs. Both political and fiscal control issues are included in the analysis. Appropriate textbook readings accompany each step in the simulation process. Prerequisites: ADP 503 and ADP 504, or permission of instructor.

ADP 524 Capital Budgeting (4 Hrs.)

An overview of how public sector entities finance long-term projects. Includes measurement of governmental debt capacity by tracking trends in major fiscal indicators, such as per capita debt and debt as a percent of general revenue. Other topics include the role of rating agencies in capital expenditure decisions, determining yields to maturity and internal rates of return, cost benefit analysis and recent innovations in bond financing. Prerequisites: ADP 503 and ADP 504, or permission of instructor.

ADP 525 Governmental Accounting for Public Administrators (4 Hrs.)

Introduction to the major concepts, principles and objectives of governmental accounting (including fund accounting) and budgetary control systems for local and state government. The course is specifically designed for M.P.A. and other students with little or no background in accounting.

Analysis/Evaluation

ADP 431 Operations Research Methods (4 Hrs.)

Quantitative methods necessary for analysis, modeling and decisionmaking. Topics include decision theory, linear programming, network analysis, sequencing and scheduling, inventory systems and queuing problems. Prerequisite: MSY 311, or permission of instructor. See MSY 441.

ADP 531 Public Policy Analysis (4 Hrs.)

Functions of policy analysis in political decision-making, including bases for judgment, impact on bargaining, analytical limitations and other issues in design and implementation of policy studies.

ADP 532 Program Analysis and Review (4 Hrs.)

Application of program analysis and review techniques to identify problems and strengths of programs or to suggest alternative courses of action. Prerequisite: ADP 503, or permission of instructor.

ADP 533 Program Evaluation (4 Hrs.)

Goals, methods and techniques of program evaluation in public agencies and implications of program

evaluation findings for legislative and executive program planning and implementation. Each student is required to design an evaluation of an organizational program. Prerequisite: ADP 503, or permission of instructor.

ADP 534 Management Information Systems (4 Hrs.)

Systematic study of work organizations and establishment of criteria for information flows. Examination of data sources and uses for information systems for management planning and control in various types of administrative environments. Development of methodology for design and implementation of management information systems.

Organization Development and Change

ADP 441 Workplace Democracy (4 Hrs.)

Origins and recent developments in theory and practice of workplace democracy, both in the United States and in other capitalist as well as communist countries. Exploration of such concepts as worker control, worker self-management and economic democracy. See LAR 462.

ADP 541 Organization Change and Development (4 Hrs.)

Theories and approaches to organizational change, overview of applied methodologies used to further organizational development processes, including action research, team building, job design and career development. Prerequisite: ADP 502, or permission of instructor.

ADP 542 Personal Management Styles (4 Hrs.)

The objective of this course is to understand the basic concepts and theories of management style from the perspective of both employee and supervisor. Participants will assess their management styles by means of self-assessment instruments, simulations and video playback. Prerequisite: ADP 502, or permission of instructor.

ADP 543 Organization and Management in Development Countries (4 Hrs.)

Administrative issues, practices and requirements in countries or national subunits seeking or experiencing rapid economic and social change, including internal and external factors affecting the development process. Focus on project management, technical assistance, work force development, participation and center/periphery relations. Prerequisite: ADP 502, or permission of instructor.

ADP 544 Organization and Management in Legislatures (4 Hrs.)

Application of organization theory and management techniques to specific administrative issues, such as coordination, leadership, consensus building, staff development, budgeting and accountability. The course includes simulations, cases and field

research. Prerequisite: ADP 502, or permission of instructor.

ADP 545 Interpersonal Behavior in Organizations (4 Hrs.)

The objective of the course is to understand how interpersonal behavior shapes the organizational experiences of employees and supervisors and thereby determines their effectiveness. This will be accomplished by means of class discussions, case study analysis, films, simulations and video playback. Prerequisite: ADP 502, or permission of instructor.

Public Law

ADP 451 Judicial Administration (4 Hrs.)

Basic concepts and critical issues in judicial administration. Emphasis on Illinois court system structure and functions in comparison with national standards and other court systems. Topics include case-flow management, jury management, records management, personnel administration, judicial rule making, budgeting, planning and research. See LES 421.

ADP 452 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits and pay. Focus on protective labor laws, veteran preference, harassment and due process requirements in employment. See LES 449 and WMS 449.

ADP 551 Administrative Law (4 Hrs.)

Legal foundation of administrative powers and limitations; study of delegation of administrative power, administrative discretion, legislative and executive controls and legal restraints; types of administrative action and enforcement, administrative remedies and judicial review of administrative action. See LES 551.

ADP 552 Advanced Legal Research and Writing (2 or 4 Hrs.)

As a class, students select and research in-depth current legal problems and issues. Increased emphasis placed on analytical thinking and writing skills. Students may write legal memoranda, law-related articles and/or draft legislation. Prerequisite: LES 401, or equivalent experience. See LES 578.

Intergovernmental/Administration

ADP 461 Community Organizing (4 Hrs.)

Identification of sets of organizing tactics that consistently contribute to successful strategies for social change. Reviews divergent thematic approaches and examines actual case studies to evaluate their validity and effectiveness.

ADP 561 State/Local Program Implementation (4 Hrs.)

Basic concepts and issues of intergovernmental administration. Examines impacts of national policy and state and local government on program implementation. Applications to Illinois programs such as public assistance, health, law enforcement, water supply and urban development.

ADP 562 Seminar in Intergovernmental Administration (4 Hrs.)

Intergovernmental administration concepts used to analyze problems of program coordination confronting public officials. Applications take the form of problem solving and case studies of specific agencies and intergovernmental networks.

Topics/Individual Arrangements

ADP 500 Thesis (1-8 Hrs.)
Credit awarded upon acceptance of thesis.

ADP 590 Topics in Public Administration (2 or 4 Hrs.)

Selected topics announced when offered. May be repeated for indefinite number of credit hours, but particular topics must differ.

ADP 599 Tutorial in Public Administration (1-12 Hrs.)

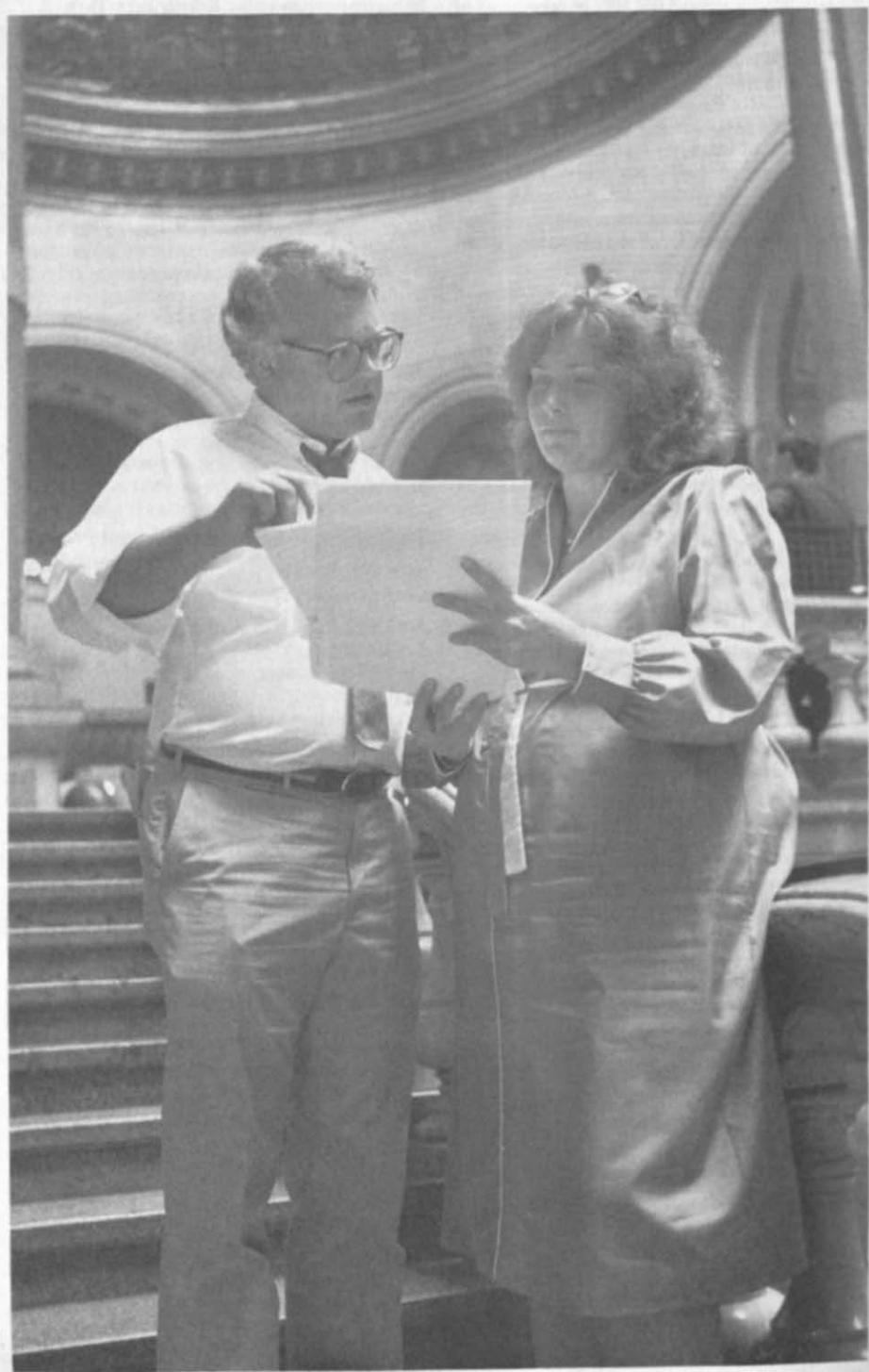
Internship Seminars

ADP 460 Graduate Public Service Internship Seminar (2 Hrs.)

Topics include critical issues in public service for public policy development processes, functional operations of public agencies and independent research. A maximum of four credit hours may be applied toward the M.P.A. degree.

ADP 480 Public Administration Internship Seminar (2 Hrs.)

Analysis of internship experience. May be repeated for a maximum of four credit hours.



Public Affairs Reporting

M.A. (40 Hrs.)

Faculty — Mary Bohlen, Bill Miller

Associated Faculty — David Everson, Michael Lennon

The public affairs reporting program is designed for the student who wishes to specialize in news coverage of governmental affairs; a primary goal is for graduates to obtain employment in which they can report or interpret governmental activity for the population at large. The objectives of the year-long program are to graduate men and women who are able not only to understand and interpret public affairs but also to communicate with the clarity, accuracy and speed demanded of deadline reporters of the highest rank. The program directs students to an investigation of the interactions between the news media and society and the news media and government and encourages students to expand the knowledge of such interaction through research and experimentation. Program faculty also expect that each graduate, whatever the skill level upon entering the program, be proficient in reporting, editing and writing upon graduation. The unique nature of the program is derived from the simultaneous pursuit of various goals; none is considered paramount.

Entrance Requirements

The program is open only to students who have completed the baccalaureate degree. Students are selected primarily on the basis of writing ability, interest in government and public affairs, potential for a career in journalism and academic record.

The deadline for filing applications with the program director is April 1. Application forms may be obtained by contacting the program office. Applicants must submit samples of their written work, a narrative statement on why they feel qualified and want to enroll in the program and three ref-

erences. Applicants are required to take a literacy/competency and writing test and are interviewed by the PAR Admissions Committee, comprised of faculty and journalists.

Advising

The program director serves as principal adviser for PAR students, although special advising requests may be referred to other faculty members with particular expertise. After students are accepted into the program, they should contact their adviser for an appointment prior to initial registration.

Grading Policy

PAR students must receive a grade of B or better in any required course to receive credit toward the degree.

Program Requirements

The master of arts in public affairs reporting requires 40 hours of graduate-level course work. In the fall semester, students enroll in two required courses: PAR 501 Advanced Public Affairs Reporting (six hours) and PAR 405 Illinois Government and Politics (four hours). Students choose other courses after consultation with their adviser.

During the spring semester, students begin an internship with an experienced professional journalist covering state government and the Illinois General Assembly. This internship (12 credit hours) includes a weekly seminar. PAR 503 Legislative Issues (two hours) is also required in this semester. After consultation with their adviser, students register for other courses to maintain a full course load.

Students participate in the second phase of the internship (four credit hours) during the summer term (until July 1). This internship period is considerably more intense, as it coincides with the conclusion of the legislative session. *During the six-month internship, students receive a monthly stipend and tuition waiver.*

Before graduation, students must complete a master's project, including preparation of a formal research paper on some phase of the media, state government or public affairs, followed by development of one or more magazine-length articles or radio/TV documentary programs.

Required Courses

PAR 405 Illinois Government and Politics	4 Hrs.
PAR 501 Advanced Public Affairs Reporting	6 Hrs.
PAR 503 Legislative Issues	2 Hrs.
PAR 504 Internship I	12 Hrs.
PAR 505 Internship II	4 Hrs.
Electives (including 4 Hrs. of Public Affairs Colloquia)	12 Hrs.
Total	40 Hrs.

Public Affairs Reporting Course Descriptions

***PAR 404 Media Law (4 Hrs.)**
Legal privileges and limitations primarily affecting those who work in the media. Includes examination of free press and fair trial, obscenity, libel, right of privacy, access to the media, access for the media, contempt of court and advertising law. See COM 404.

PAR 405 Illinois Government and Politics (4 Hrs.)
Policy-making process as it operates in Illinois. Major topics include constitutional structure, political culture, role of parties and interest groups, initi-

ation of public policy, legislative process, role of the governor, politics of the budgetary process and implementation of public policy. See POS 405.

***PAR 407 The New Journalism and Nonfiction Novel (4 Hrs.)**
Best contemporary works of nonfiction, including narratives of Mailer, Capote, Didion, McPhee, Orwell, Hunter Thompson and Tom Wolfe. Selected examples of the New Journalism also discussed. See ENG 482.

***PAR 441 Mass Media — Theory and Practice (2 Hrs.)**
Social effects of the media and how societal changes, in turn, affect the media; new media technologies; and in-depth research study of relationship between media and government. See COM 441.

***PAR 451 Legislative Simulation/ Public Policy (4 Hrs.)**
Public policy making at federal and state levels, utilizing game simulation of legislative action. Includes review of major national and state policy concerns, budgeting and bill drafting.

PAR 501 Advanced Public Affairs Reporting (6 Hrs.)
Newswriting and reportorial techniques, including investigative reporting, journalism ethics, news analysis and interpretation. Relevant, pertinent and salient news standards are probed, with emphasis on coverage of governmental news. Prerequisite: Admission to the PAR program.

PAR 503 Legislative Issues (2 Hrs.)
In-depth study of key issues before Illinois General Assembly. Offered during spring semester. Prerequisite: Admission to PAR program.

PAR 504 Internship I (12 Hrs.)
Practical experience in reporting public affairs. Each student is assigned to full-time work with an experienced journalist at the State Capitol. Students receive monthly stipend. Weekly seminar. Prerequisite: Admission to PAR program.

PAR 505 Internship II (4 Hrs.)
Continuation of PAR 504, but more intense in conjunction with the windup of the legislative session. Work supervised by media bureau chief and program director. Prerequisite: Admission to PAR program.

**Optional courses for PAR students.*

Social Justice Professions

B.A. (60 Hrs.)

Faculty — Steven A. Egger, Barbara J. Hayler, Thomas Hughes, Rose Johnson, S. Burkett Milner

Associated Faculty — Regan G. Smith

Adjunct Faculty — Thomas J. Jurkanin

The social justice professions program is designed to meet both the needs of students interested in studying the American system for administering justice and the needs of those who are pursuing professional careers in public and private social service or criminal justice agencies. The program seeks to provide all students with an understanding of the multiple functions of the criminal justice system and related social service agencies, to present a variety of perspectives on the purposes and activities of criminal justice agencies and to place criminal justice and social justice professions within a broad societal context.

The SJP curriculum is interdisciplinary, drawing on a variety of liberal arts and professional areas of expertise. Students entering the program take a core curriculum which allows them to become familiar with a broad range of perspectives, methods and content areas within the social justice field. Students are also encouraged to pursue electives outside the social justice offerings as part of their degree. The flexible structure of the degree program allows students to pursue individual interests within the social justice curriculum and to develop specializations in other areas.

Graduate students pursuing a degree in another program such as legal studies, public administration, child, family, and community services or individual option may wish to incorporate advanced SJP courses in their programs of study. Students are encouraged to consult with their major adviser and the social justice professions program regarding this opportunity.

Entrance Requirements

Majors are required to have had six hours of lower-division criminal justice classes. Students not meeting this requirement are required to enroll in SJP 301 during their first semester at the university and to take one additional SJP elective beyond the core requirements prior to graduation.

In addition, applicants are required to have taken nine hours of social/behavioral science courses. Students not meeting this requirement may take these hours at the university, but only one course may be counted toward the upper-division hours required to graduate.

Applied Study

The SJP program requires that all majors complete eight semester hours of Applied Study Term in satisfying the University Requirements. The AST is an integral part of the social justice professions degree, and field experiences related to classes, clinical experiences or on-the-job experiences are valued highly. In consultation with their adviser and the AST Office, majors may select from a variety of challenging experiences. Applied Study Term experiences have been designed around most aspects of the criminal justice system, including state and local law enforcement agencies, the state's attorney's office, pre-sentence investigations, probation supervision, corrections counseling and victim compensation programs. One distinct advantage of the program is the opportunity to work with the many state agencies and criminal justice training academies

that are headquartered in Springfield. Mid-career students often satisfy the AST requirement by developing a learning experience that focuses on additional activities and responsibilities carried out within their employing agency. Students with special circumstances may petition the program to modify this requirement.

Communication Skills

All social justice professions majors are required to complete assignments to assess reading and writing skills during their first semester. The results of these assessments will be made available to students through their advisers and will be used to guide students in planning their schedules and work loads.

Each student is required to prepare an application for the certification of communication skills, made up of written work prepared for different core courses in two different semesters. This application must be submitted by full-time students before the end of the second semester and by part-time students before completing 30 semester hours of upper-division classes. The application will be assessed by the program faculty as a whole. Students who are not certified at this time will be required to complete a skill-development program which may include course work for which degree credit is not granted.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The bachelor of arts in social justice professions requires 60 semester hours distributed as follows.

SJP Core Courses	22 Hrs.
SJP Electives	8 Hrs.
General Electives	18 Hrs.
(at least 8 Hrs. must be non-SJP courses)	
University Requirements:	
Public Affairs/Liberal Studies Colloquia	4 Hrs.
Applied Study Term	8 Hrs.
Total	60 Hrs.

There are 22 hours of core courses required of all students unless equivalencies are approved by program faculty. Work in the core courses is distributed as follows:

SJP 309 Administration of Justice	4 Hrs.
SJP 311 Law and Legal Processes	4 Hrs.
SJP 312 Policing in America	4 Hrs.
or	
SJP 313 Correctional Systems	4 Hrs.
SJP 401 Using the Computer	2 Hrs.
SJP 421 Criminology Theories	4 Hrs.
SJP 440 Research Methods in Social Justice	4 Hrs.

Social Justice Professions Course Descriptions

Core Courses

SJP 309 Administration of Justice (4 Hrs.)
Underlying principles and processes of the criminal justice system, with emphasis on the interdependence of law enforcement, prosecution, courts and corrections. Relationship between criminal justice agencies and social groups and communities.

SJP 311 Law and Legal Processes (4 Hrs.)
Analysis of legal issues and policies in social justice, including court authority and organization, criminal law and procedure, legal rights and responsibilities of social justice personnel and the provision of social services. Constitutional limits on law and police powers in the U.S.

SJP 312 Policing in America (4 Hrs.)
Critical analysis of the role and function of American law enforcement. Consideration of the police role in a democratic society, historical development and heritage of policing, organizational models and methods of service delivery, theories of patrol and

investigation, occupational socialization of police, ethical dilemmas for police. Prerequisite: SJP 301 or SJP 309.

SJP 313 Correctional Systems (4 Hrs.)
Foundations and development of adult and juvenile correctional systems. Organization and operation of jails, prisons, probation, parole and community-based programs. Corrections issues include pre-trial diversion, social control, alternatives to incarceration, post-release issues and the study of inmate and correctional officer cultures. Prerequisite: SJP 301 or SJP 309.

SJP 401 Using the Computer (2 Hrs.)
Basic computer familiarization. Introduction to personal computers and applications software in word processing, data base management and spread sheets. Computer use in the social justice professions. No previous computer courses required.

SJP 421 Criminology Theories (4 Hrs.)
Classical and modern theories of crime; social and economic factors in criminal behavior, crime formation and control; exploration of the justice system; evaluation of treatment of offenders. All elements of criminology viewed critically. See SOA 421.

SJP 440 Research Methods in Social Justice (4 Hrs.)
Problem definition, proposal writing, designing studies, information gathering and data interpretation. Attention given to research design, sampling techniques, interviewing, questionnaire or survey instrumentation and observation-participation techniques. Prerequisite: SJP 401, or with permission of instructor. May be repeated for maximum of eight hours with permission of instructor.

Electives

SJP 301 Fundamentals of Criminal Justice (4 Hrs.)
Crime and justice in the United States. Purposes and activities of the major institutional components of the criminal and juvenile justice systems. Historical background and contemporary development of social justice. Selected policy issues and their value implications, including legal problems and responsibilities likely to be faced by citizens. Intended for students with little or no college-level work in criminal justice; open to SJP majors with permission of instructor only.

SJP 321 Juvenile Delinquency (4 Hrs.)
Theoretical explanations of juvenile delinquency, with critical view of their value in the field, followed by practical and analytical view of juvenile justice systems in operation. See SOA 321.

SJP 324 Problems of Intervention: Law Enforcement and Human Services (4 Hrs.)
Responsibilities of community members and social justice professionals in dealing with persons under stress, including helping agencies in helping systems, intervention situations involving marriage and family problems, alcoholism and suicide, child neglect and abuse, truancy and advocacy.

SJP 326 Criminal Justice and Social Communities (4 Hrs.)
Moral and ethical issues in the use of legal and police powers and provision of justice services to the community. Dynamics of interaction between social justice professionals and communities with varied demographics, economics and values. Focus on development of skills needed to respond effectively to community and client demands.

SJP 336 Justice and Juveniles (4 Hrs.)
Children in families, community institutions and juvenile justice, including the range of programs and institutions concerned with child abuse and neglect, minors in need of authoritative intervention; and criminal offenses committed by juveniles. Attention to both theory and practice.

SJP 409 Criminal Justice Policy Analysis (4 Hrs.)
Intensive examination of contemporary problems and policies in the criminal justice system, impact of law on administration of justice, implications of existing policies and models for change.

SJP 417 Criminal Law and Procedure (4 Hrs.)
Criminal procedure at the state and federal levels, through case law and policy studies. Constitutional requirements and statutory provisions. See LES 477.

SJP 418 Substantive Criminal Law (2 or 4 Hrs.)
Selected aspects of criminal law and policy with particular emphasis on Illinois criminal code. Topics include legal elements of crime, analysis of specific crimes and categories of crime, criminal responsibility, criminal defenses. See LES 478.

SJP 419 Judicial Process (4 Hrs.)
Social science literature on judicial process in the United States with emphasis on Illinois. Major topics include legal culture, court structure, litigation, legal profession, trial and appellate courts, impact and compliance and criticisms of the process. See LES 411 and POS 417.

SJP 422 Violence Against Women and Children (4 Hrs.)
Examines the two most common crimes against women and children: sexual assault and abuse and domestic violence. Course includes analysis of research documenting the frequency of these assaults, their legal definition and treatment, legal

and social service responses, the nature of the offender, victim services and treatment, and local community resources. See WMS 422.

SJP 425 Counseling (4 Hrs.)

Counseling as a model helping relationship and its potential for social justice professions personnel. Includes techniques, theoretical concepts of counseling relationships and strategies, basic interviewing skills, the role of the helper and components of personal change.

SJP 426 Perspectives on Human Assessment (4 Hrs.)

Assessment tools and techniques used by professionals within the several components of social justice professions — law enforcement, courts and probation, corrections and parole; their functional values. Current personnel practices in personality assessment explored.

SJP 431 Correctional Policies and Practices (4 Hrs.)

Analysis of policies and value questions in corrections; decisionmaking in sentencing, classification, institutional discipline, parole and community corrections. Implications of current policies and trends in correctional institutions. Prerequisite: SJP 313.

SJP 433 Psychology of the Offender (4 Hrs.)

Psychological makeup and individual characteristics of various offenders, such as murderers or sex offenders, who can be described as "acting out" some part of their problems at the expense of others. Case study approach used throughout.

SJP 438 Organized Criminal Activity (4 Hrs.)

Organized criminal activity is a complex social problem that affects all persons. Types of organized criminal activities are identified and the social, political and economic effects of these activities explored. Examines the role of social justice practitioners in combating this problem.

SJP 442 Law Enforcement Administration and Management (4 Hrs.)

Course examines major elements of law enforcement administration and management. Special attention is given to organizational theory compared to the "real world" of law enforcement organizations. Readings taken from administration and management research and organizational theory. Prerequisites: SJP 312.

SJP 446 Comparative Criminal Justice Systems (4 Hrs.)

Comparative analysis of justice systems throughout

the world, including the U.S. system. Comparative components include policing, prosecution, criminal courts and correctional institutions. Similar issues across international boundaries will be examined in a nonjudgmental context. Prerequisite: SJP 309, or SJP 311.

SJP 451 Investigative Concepts and Analysis (4 Hrs.)

Organizational and logical components of investigation as they are related to policy formulation and decisionmaking in specific situations. Definition and analysis of fact finding problems in various settings, including criminal incidents, security of people, buildings and situations, sentencing decisions, personnel selection, issue identification.

SJP 455 Security Administration (4 Hrs.)

Development of security programs with a survey of principles, procedures and techniques employed by protective services practitioners. Includes historical, philosophical and managerial considerations using industrial, commercial and governmental models. Prerequisite: SJP 312.

SJP 462 Future of Crime and Justice (4 Hrs.)

Overview of the principles, premises and priorities of the discipline of futures research. Examines alternative futures scenarios of society and their implications for law enforcement, criminal courts and correctional strategies. Provides students with awareness of the significance of major historic societal changes and their impact on crime and criminal justice.

SJP 470 Special Topics (2 or 4 Hrs.)

Selected topics of special interest to the social justice field. Topics vary from semester to semester. May be repeated, but topics must vary.

SJP 490 Social Justice Problems and Research (2 or 4 Hrs.)

Structured group study of special topics not offered in the regular curriculum. Small groups of students may arrange for special courses on otherwise unavailable topics.

SJP 499 Tutorial (1-4 Hrs.)

Independent study on selected topics by agreement with a member of the social justice professions faculty. Topics, methods of study and means of evaluation to be negotiated between student and faculty member.

Sociology/Anthropology

B.A. (60 Hrs.)

Faculty — Proshanta K. Nandi, Michael D. Quam, Regan G. Smith, James W. Stuart

Associated Faculty — Steven Egger, S. Burkett Milner, Rosamond Robbert

Adjunct Faculty — John White

The sociology/anthropology program is designed to foster intellectual understanding and insight into the issues and problems of today's world, with special emphasis on the experiences and perspectives of women and of people from other cultures. Majors develop skills and knowledge in the following areas: critical reading and writing, research methodology, evaluation of competing theories, prehistory and human evolution, actual and potential uses of work in sociology and anthropology and ethics of professional inquiry and reporting.

Students entering the program take a core of courses which offer a perspective common to the disciplines of sociology and anthropology. In addition, they are given the opportunity to pursue individual interests in either sociology or anthropology, depending upon preference.

Entrance Requirements

The sociology/anthropology program has no specific entrance requirements beyond admission to the university.

Advising

University policy requires each student to have an adviser. Students are strongly urged to choose an adviser at the time they declare their major in the sociology/anthropology program. Students are encouraged to consult with their adviser concerning program requirements and individual goals. Program faculty assist students in designing strong, individualized academic programs.

Communication Skills

During the first term as an undergraduate sociology/anthropology majors must submit a sample paper (minimum five pages) to their adviser for review. Should any aspect(s) be identified as needing further development, the student is advised either to take a diagnostic test and a tutorial in writing skills at the Learning Center or to work with individual program faculty in a communication skills-development program.

Applied Study

The Applied Study Term is an excellent opportunity for the individual student to gain experience related to the sociology/anthropology degree and may also be valuable later in the job search. Possibilities for the Applied Study Term include applied research, social action projects and personal enrichment experiences.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

Both sociological and anthropological perspectives contribute significantly, yet differently, to the study of human behavior. While individual students may choose to concentrate electives in either discipline, all SOA majors are required to be familiar with the basic approaches and insights of both h h h

disciplines. Further, all students become familiar with the basic theoretical issues surrounding the study of social life and acquire the skills necessary to carry out small-scale research.

The core of 20 hours, plus eight hours of program electives, constitutes specific program requirements. In addition, all students must meet general university requirements.

Program Requirements

SOA 302 Understanding Other Cultures	4 Hrs.
SOA 304 Origins of Humanity and Society	4 Hrs.
SOA 461 Social Psychology	4 Hrs.
SOA 404, 405 or 407 Anthropological or Sociological Theory	4 Hrs.
SOA 411 Social Research Methods	4 Hrs.
Sociology/Anthropology Electives	8 Hrs.
Total Sociology/Anthropology	28 Hrs.
University Requirements	12 Hrs.
General Electives	20 Hrs.
Total University	32 Hrs.
Total	60 Hrs.

Sociology/Anthropology Course Descriptions

SOA 302 Understanding Other Cultures (4 Hrs.)

Anthropological exploration of the variety of ways humans in different cultures secure their livelihood, govern themselves, form families and other social groups and interpret the world of their experience.

SOA 303 Anthropology Through Film (4 Hrs.)

Presentation of major topics and current controversies in anthropology through ethnographic films, readings and group discussions. Designed for students with little or no previous experience in anthropology. Not open to SOA majors.

SOA 304 Origins of Humanity and Society (4 Hrs.)

Human biological and cultural evolution from the earliest human ancestors to the origins of agriculture and civilization. Emphasis on major factors

that have shaped humanity: hominid evolution, origins of human societies, origins of agriculture, birth of cities and development of the state.

SOA 321 Juvenile Delinquency (4 Hrs.)

Theoretical explanations of juvenile delinquency, with critical view of their value in the field, followed by practical and analytical view of juvenile justice systems in operation. See SJP 321.

SOA 325 Social Dimensions of Illness (4 Hrs.)

Nonclinical background to the nature of illness and disease. Understanding and application of epidemiological terminology, biostatistics of disease and epidemiological factors relating to major acute and chronic disease in contemporary America. Background in basic statistics required. See HSA 325.

SOA 404 Seminar in Anthropological Theory (4 Hrs.)

Development of anthropological theory from the 19th to the mid-20th century. Seminar format emphasizing critical reading of original works and student presentations. Prerequisite: SOA 302.

SOA 405 Discovery of Social Theorists (4 Hrs.)

In-depth study of classical social theorists (Marx, Weber, Durkheim, Mead) and their answer(s) to the central question of sociology, "Where does order come from?"

SOA 407 Modern Social Theory (4 Hrs.)

Inquiry into philosophical and ideological foundations of contemporary social theories. Possible directions for the future of social theory considered.

SOA 408 Feminist Theories (4 Hrs.)

Various feminist theories, including liberal, radical, socialist and anarchist, as well as perspectives of lesbian women and women of color. Stresses differences between feminist and traditional political analysis, as well as relations between theory and action. See WMS 411.

SOA 409 Marxism and Critical Theory (4 Hrs.)

Basic ideas and concepts in recent European Marxist philosophy and critical theory. Emphasis on dialectic method and its use in analyzing Western capitalism. See LAR 419.

SOA 411 Social Research Methods (4 Hrs.)

First-hand experience carrying out small-scale research projects in areas of personal interest. Ethics in social research, formulating research questions, survey and experimental design, interviewing, sampling, direct observation, content analysis, evaluation research and critiques of social science methods. See CFC 411.

SOA 415 Philosophy of Social Science (4 Hrs.)

Critical consideration of the aims, methods and uses of social science. Topics include the nature of sci-

ence; explanation, facts and theories; behavioral vs. phenomenological methods; free will vs. determinism; the mind/body problem; scientific knowledge; and power relations. See PHI 439.

SOA 416 Library Research (2 Hrs.)

Search strategies as they relate to structure and literature of individual disciplines. Covers sources of information, complexities of forms and formats, content of collections in various types of libraries and appropriate access tools. Either SOA 416 or SOA 417, but not both, may be taken for program credit.

SOA 417 Library Research on Women: Interdisciplinary Resources (4 Hrs.)

Library search skills and special material, documents, collections and archives for interdisciplinary library research on women. Recommended as a companion to other courses involving library research projects. See WMS 402.

SOA 421 Criminology (4 Hrs.)

Classical and modern theories of crime; social and economic factors in criminal behavior, crime formation and control; exploration of the justice system; evaluation of treatment of offenders. All elements of criminology viewed critically.

SOA 423 Sociology of Being Different: "Deviant Behavior" (4 Hrs.)

In-depth look at issues in sociology of deviance and social control, including topics such as lifestyles, extremism, lawbreakers and social capacity to handle deviance. Labeling theory approach.

SOA 425 Law and Social Order (4 Hrs.)

Nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from a critical perspective, including relationship between the legal system and justice, fairness and equality. Particular emphasis on issues of inequality involving race, class and gender. See LES 404, POS 421 and WMS 445.

SOA 431 Sociology of Organizations (4 Hrs.)

Organizations — formal and informal; social organization and crowd concepts; roles, norms, structures; methodology for studying organizational behavior; theories of organization — critical evaluation; alienation; organization vs. personality.

SOA 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families, in historical and cross-cultural contexts. Emphasizes varied family forms, work/family roles, political and policy questions, and selected public issues such as heterosexuality, inequality and abuse. See CFC 432 and WMS 432.

SOA 435 Sociology of Professions (4 Hrs.)

Professionalism as a characteristic of modern economic and industrial complexes; social and technological preconditions; occupation-profession continuum; attributes; barriers and strategies; professional controls, professional ideology and sociological theory; and professionals and the socio-political environment.

SOA 444 Sociological Perspectives on Aging (4 Hrs.)

Aging in socio-cultural context; status and roles of the aged; study of cultural meanings, social relations and social services in regard to family, community and society; workplace, retirement and thereafter.

SOA 445 Cross Cultural Perspectives on Health (4 Hrs.)

Relationships between health and human culture, including health of prehistoric humanity, traditional and non-Western medical systems and how they heal and problems faced by health-care professionals as they provide care to cultural and ethnic groups from various healing traditions. See HSA 465.

SOA 451 Social Psychology of Women (4 Hrs.)

Empirical research and phenomenological descriptions of five key areas of female psychology: biology, personality, social roles, sexuality and mental health. Special emphasis on power differentials between the sexes as they relate to achievement, self-esteem and identity formation. See PSY 435 and WMS 451.

SOA 452 Sociology of Gender (4 Hrs.)

Analysis of creation, maintenance and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions and structured social inequality. See WMS 452.

SOA 453 Women Across Cultures (4 Hrs.)

Interdisciplinary analysis of the status and condition of women in cross-cultural perspective. Explores how women are changing their familial, economic, social and policy roles. Emphasis on Third World. See WMS 453.

SOA 454 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform and the impact of the women's rights movement. See HDC 446, CFC 446, LES 446, WMS 446.

SOA 456 Human Sexuality (4 Hrs.)

Knowledge and values concerning issues of human sexuality, with emphasis on sociological content, personal growth and professional development.

Format includes lectures, film presentations and small-group discussions. See CFC 456, HDC 456 and WMS 456.

**SOA 461 Social Psychology:
Sociological Perspectives (4 Hrs.)**

Brief statement of history of social psychology; problems of social psychology, socialization, role, perception, belief systems, stereotyping, group dynamics, issues in sociology of knowledge and theoretical orientations in social psychology. Symbolic interaction — a framework for possible eclectic theory.

**SOA 463 Death, Dying and
Bereavement (4 Hrs.)**

Social structures, attitudes, beliefs and values about death, dying and bereavement in contemporary American society as well as in other societies and other time periods will be considered. Medical, legal, religious and psychological issues in relation to death, dying and bereavement will be considered. Not recommended for persons recently bereaved. See GER 463.

SOA 464 Collective Behavior (4 Hrs.)

Mass behavior, social movements and political actions. Special reference to mob, expressive crowd, panic, rumor, fashions and fad, public audience and mass society; social-psychological explanations; means of control.

**SOA 466 Sociology of Mental
Illness (4 Hrs.)**

"Mental illness" in a sociological perspective. Distribution (epidemiology) and causal (etiology) studies; ways society deals with "mentally ill," places people are detained, social organization of treatment and confinement for individuals, legal

aspects; treatment strategies offering viable alternatives to present therapeutic structuring.

SOA 480 Peoples of... (4 Hrs.)

Peoples and cultures of major world areas, for example, "Peoples of Africa," "Peoples of Mexico," "Peoples of South East Asia," etc. May be repeated for credit, but topic must vary.

**SOA 481 North American Indians:
Culture and Ecology (4 Hrs.)**

North American Indians as they were just prior to contact with Euro-Americans. Emphasizes relationships between various cultures and their environmental settings.

SOA 486 Peasant Society (4 Hrs.)

Examination of the lives and social economic organization of peasants, the majority of the world's rural population. Origins of peasantry, peasant subsistence, development of peasant communities and future prospects for peasant society.

**SOA 490 Issues in Sociology/
Anthropology (4 Hrs.)**

In-depth analysis of a major issue in sociology or anthropology; specific issue considered varies each semester, depending on student and faculty interests and availability of resources. May be repeated for unlimited number of credit hours, but particular topic must differ.

SOA 545 Medical Sociology (4 Hrs.)

Medical sociological framework for analyzing and understanding the health status of American society; social structure and social value; special issues in health and medical care; various models of health; life styles and impact on health. See HSA 545. (Permission of instructor required for advanced undergraduates.)



Visual Arts

B.A. (60 Hrs.)

Faculty — Robert Dixon, Mauri Formigoni, Steve Mercer, Mark Siebert

The visual arts program provides opportunity for studying the arts in a context which emphasizes skill acquisition in various studio disciplines as well as understanding historical and philosophical concepts in art.

Entrance Requirements

Since work at the upper-division level should not be a student's first exposure to organized training in the arts, students should have the A.A. degree in visual art or equivalent schooling and are expected to demonstrate basic competence in art through completion of a studio course during the first semester at SSU. Preliminary training should include six semester hours of art history survey, three semester hours of two-dimensional design and three semester hours of drawing. Lack of these courses is considered a deficiency to be remedied during the first year at SSU. Other requirements for admission to the program are identical with general university requirements.

Scholarship

The Bruce A. Magidsohn Memorial Scholarship and the Springfield Ceramics and Crafts Club Scholarship are awarded annually to students in the visual arts program. For information see the financial assistance section of this catalog.

Advising

Students should consult a visual arts faculty member before registering for the first time. A permanent adviser from among the program faculty should be chosen before the end of the first semester of study. *Students are urged to consult their faculty adviser prior to registering each semester and particularly before registering for the last semester of classes.*

Grading Policy

Grading policy is determined by each instructor as appropriate to the individual course and is announced at the beginning of the course.

Communication Skills

The communication skills of each visual arts major are assessed within one semester of declaring the major. This assessment is in the form of a scheduled writing session, during which students are asked to complete an 800- to 1,000-word autobiographical essay. In addition to covering a student's educational and artistic background, this essay should include a discussion of the student's personal and professional goals in the arts.

The communication skills assessment essays are read by one member of the Learning Center staff and one faculty member of the visual arts program. They are evaluated for grammar, style, form and ability to organize and develop ideas. If a student's communication skills are found to be inadequate, the student is advised to complete appropriate course work in the communication or English program or to develop and complete a learning contract with the Learning Center.

University Requirements

Students are required to complete a minimum of 12 semester hours of University Requirements in the areas of liberal studies colloquia, public affairs colloquia and applied study. These hours must include at least four (4) hours in each of at least two (2) of these areas.

Program Requirements

The specific subjects depend on the student's area of interest and are determined in consultation with the adviser.

Requirements for the bachelor's degree in visual arts are distributed as follows:

ART 300 Communication Skills 0 Hrs.
Historical and analytical
courses 12 Hrs.

Studio (beyond 310 level; at least
4 Hrs. must be in an area outside
concentration) 24 Hrs.

Electives (8 Hrs. must be in a
field other than ART) 12 Hrs.

University Requirements 12 Hrs.

(of which 2 Hrs. must be ART
487/AST Portfolio Exhibition)

Total 60 Hrs.

Optional. Honors project in art studies
(with faculty recommendation) 4 Hrs.

Tutorials. Available upon student re-
quest and with permission of instructor.
Students will be expected to provide their
own supplies in many courses.

Applied Study Opportunities

Applied study opportunities include
community work in the graphic arts, pho-
tography and art museums are the most fre-
quent.

Portfolio Exhibition ART 481/AST is
administered through the student's faculty
adviser in accordance with approved pro-
gram requirements for the course. Students
fulfilling this requirement should request
guidance from their advisers.

The Instructional Gallery

As an extension of classroom teaching,
the visual arts program sponsors exhibi-
tions of regional artists, students and fac-
ulty in the gallery located on the third floor
landing of Brookens Library. Students are
expected to attend openings and concurrent
workshops in order to gain experience in
seeing and exhibiting a variety of media and
exposure to the work of professional artists.
Student participation is encouraged both in
installation and management procedures.
Graduating seniors may arrange their por-
tfolio exhibition in the gallery.

Visual Arts Course Descriptions

ART 300 Writing Skills (0 Hrs.)

Evaluation of writing skills for visual arts majors
through 1) passing a diagnostic writing test given by
the Learning Center; 2) completion of COM 309
Writing Laboratory or ENG 375 Expository Writ-
ing; or 3) completion of a program to improve writ-
ing skills given by the Learning Center. ART 300
should be taken during the student's first semester of
study at Sangamon State. If COM 309 Writing Lab-
oratory or ENG 375 Expository Writing is used to
satisfy this requirement, the credits earned may be
applied to the general elective requirement for the
art degree. For further information consult the pro-
gram faculty.

ART 303 Ceramics (4 Hrs.)

Various techniques, including use of a potter's
wheel, slab-building and glazing. Also includes
introduction to origin of ceramics and studio
responsibilities.

ART 311 Painting I (4 Hrs.)

Fundamentals of acrylic painting materials and
techniques, with emphasis on color theory. Prereq-
uisite: Prior experience in painting.

ART 312 Painting II (4 Hrs.)

Emphasis on development of technique and style
through experimentation with materials and con-
cepts. Includes art hazards workshop. Prerequisite:
Prior experience in painting.

ART 315 Photography I (4 Hrs.)

Basic competencies in terminology and operation
of 35mm cameras, processing black-and-white
film and printmaking. Students assisted in formu-
lating a photographic philosophy through exami-
nation of their own work and the works and
thoughts of professional photographers. Camera
(35mm) with adjustable focus, variable aperture
settings, manually operable multiple shutter speeds
and "normal" or medium-short focus lens required.
Students must purchase own supplies. See COM
315.

ART 320 Drawing (General) (4 Hrs.)

Intermediate-level class in drawing theory and
technique. Focus on developing individual drawing
style, with a variety of drawing materials intro-
duced.

ART 321 Life Drawing (4 Hrs.)

Traditional approach to drawing the human figure
from live models with emphasis on basic discipline
as foundation for all other art work. Includes mas-
tery of proportion, perspective, anatomy, chiar-
oscuro, movement, balance and weight through
these materials: charcoal, graphite, pen and ink
and conte crayon. Prior drawing suggested.

ART 322 Pastels (4 Hrs.)

Traditional and nontraditional techniques and styles of working with chalk pastels. Integrates aspects of both drawing and painting, with special emphasis on color and light. Prerequisite: Prior experience in drawing.

ART 331 Silkscreen and Relief Printing (4 Hrs.)

Various silkscreen, photosilkscreen, woodblock and relief printing techniques. Prerequisite: Prior experience in drawing or design.

ART 332 Etching and Lithography (4 Hrs.)

Various intaglio techniques (etching, aquatint, engraving) and lithographic processes. Prerequisite: Prior experience in drawing or design.

ART 341 Sculpture I (4 Hrs.)

Designed for several approaches to form and its relationship to space. Emphasis on design and structure using various materials and approaches.

ART 342 Sculpture II (4 Hrs.)

Includes the use of clay and found objects. Designed to give the student an appreciation of sculpture through contemporary values. Prerequisite: ART 341, or equivalent.

ART 351 Ceramics I (4 Hrs.)

Designed to let each student develop skills with clay, including problems in ceramic design and construction, with emphasis upon developing individual style and competencies. Also includes glaze preparation and clay body preparation, along with kiln firing and techniques. Prerequisite: ART 303, or equivalent.

ART 352 Ceramics II (4 Hrs.)

Various techniques with earthenware, its properties and its firing possibilities. Emphasis on clay and glazes for earthenware, oxidation, reduction. Exploration of raku included. Prerequisite: ART 303.

ART 406 Photography II (4 Hrs.)

Extension, development and continuation of studies in black-and-white photography. Students should be increasingly able to generate their own ideas about the medium and work toward the production of a personal body of work. Expanded film and print manipulations, including solarization, sandwiched images, collage and hand coloring. Prerequisite: ART 315.

ART 410 Special Studies in Ceramics (4 Hrs.)

Advanced studies in ceramics. Special projects to develop an individual's technical knowledge and style. Proposals are required along with a journal.

ART 411 Painting III (4 Hrs.)

Development of personal expression and communication through making art as well as mastery of the medium. Prerequisite: ART 311, or 312.

ART 412 Painting IV (4 Hrs.)

Continued development of a personal style in painting, acquiring professional skills and producing a consistent body of work. Prerequisite: ART 311 or 312, ART 411.

ART 420 Special Studies in Sculpture (4 Hrs.)

Advanced studies in sculpture. Special projects to develop an individual's technical knowledge and style. Proposals are required along with a journal.

ART 421 Drawing: Form, Space, Vision (4 Hrs.)

A nontraditional approach to contemporary drawing, dealing with materials and techniques used in a contemporary style, for developing objectivity in seeing. Introduces the fundamental ways to graphically shape what we perceive and then stimulate thought and feeling as a personal response.

ART 422 Contemporary Drawing (4 Hrs.)

A variety of approaches to both materials and elements of drawing are presented by alternating faculty members from varied studio disciplines. May include traditional and nontraditional approaches, such as large scale, modular, progressive drawings, using smoke, light, paint or graphite.

ART 430 Special Studies in Printmaking (4 Hrs.)

Advanced studies in printmaking. Special projects to develop an individual's technical knowledge and style. Proposals are required along with a journal.

ART 436 Publication Design (4 Hrs.)

Basic skills and elements of publication design. Includes layout and pasteup skills. Emphasis on esthetic development. Helpful to those who wish to design and publish posters, brochures and other printed matter. Students must purchase own supplies. See COM 436.

ART 437 Advanced Publication Design (4 Hrs.)

Emphasis on developing skills for publication design. Advanced projects are carried out, designing containers, posters and catalogs. Students have the opportunity to work on university or community design projects. Prerequisite: ART 436.

ART 438 Experimental Graphic Design (4 Hrs.)

Students will have an opportunity to create new and unusual techniques in the design and production of printed material. Course will include hands-on laboratory experience. Processes used will include screen printing, offset lithography, high contrast photography, line conversions, posterization. Prerequisite: ART 436, or permission of instructor.

ART 440 Special Studies in Photography (4 Hrs.)

Advanced studies in photography. Special projects to develop an individual's technical knowledge and

style. Proposals are required along with a journal.

ART 441 Sculpture III (4 Hrs.)

Work in three-dimensional media, with emphasis on developing skills in style and direction, using an applied approach to the material. Prerequisite: ART 341 or 342 and design.

ART 442 Sculpture IV — Contemporary (4 Hrs.)

Contemporary approach, with emphasis on developing skills in style and direction, using the applied approach to material. Prerequisite: ART 342, or equivalent.

ART 443 New Genres (4 Hrs.)

Overview of and involvement with contemporary art ideas and materials, including recent developments in conceptual, installation, video, performance, sound, light, time and site-specific art works. Prerequisite: Permission of instructor.

ART 450 Special Studies in Painting (4 Hrs.)

Advanced studies in painting. Special projects to develop an individual's technical knowledge and style. Proposals are required along with a journal.

ART 451 Ceramics III (4 Hrs.)

Investigation into various procedures of research and preparation of glazes and clay bodies, with emphasis on glaze testing and kiln firing techniques. Also designed to further develop skills in ceramic design and construction. Prerequisites: ART 303 and ART 351, or 352.

ART 452 Ceramics IV (4 Hrs.)

Various techniques with porcelain, its properties and its firing possibilities. Emphasis on special effects for earthenware and porcelain, oxidation, reduction. Exploration of raku included. Prerequisites: ART 303 and 351, or 352.

ART 453 Ceramics Technology (4 Hrs.)

Clay materials and chemicals, kiln building and theory, kiln firing (oxidation and reduction), testing and analyzing clay bodies and glazes. Not designed for pottery making other than that made for testing. Prerequisites: ART 303 and ART 351, or 352 and ART 451, or 452.

ART 455 Multi-Media Studio (4 Hrs.)

Studio opportunity to overlap two- and three-dimensional concerns and materials. Students with experience in one studio area may combine another, including video, sound, ceramics, sculpture, pho-

tography or printmaking. Prerequisite: Permission of instructor.

ART 460 Special Studies in Drawing (4 Hrs.)

Advanced studies in drawing. Special projects to develop an individual's technical knowledge and style. Proposals are required along with a journal.

ART 463 Modern Art History (4 Hrs.)

Major trends in painting and sculpture, 1820-1945.

ART 464 Contemporary Art History (4 Hrs.)

Important trends in the arts from 1945 to the present.

ART 465 Impressionism to Expressionism (4 Hrs.)

Issues, trends and artists.

ART 470 Special Art History Studies (4 Hrs.)

Various topics in art history. Special attention given to non-Western traditions and to topics related to the various studio courses offered by arts.

ART 480 Special Studio Studies (4 Hrs.)

Advanced studies in a specific studio area. Offered according to needs of students and qualifications of instructor. Areas may include pastels, bookworks, mixed media sculpture. Students may repeat course but may not repeat the same media or studio area.

ART 487 Portfolio Exhibition (2 Hrs.)

Requirement for graduation. Seniors will work with their adviser or faculty member within one's concentration to select a representative body of work for exhibition as a final demonstration of learning. Includes writing resume, press releases, statement of purpose, photographing, installing and lighting work. Final critique by visual arts faculty. Fulfills 2 hrs. of applied study credit.

ART 489 Honors Project in Visual Arts (4 Hrs.)

Special projects of scholarly or creative nature conducted in close consultation with faculty adviser; projects presented formally to visual arts faculty and students during final semester of residence. Prerequisite: Approval of a visual arts faculty member.

MUS 450 Private Study: Music (1 or 2 Hrs.)

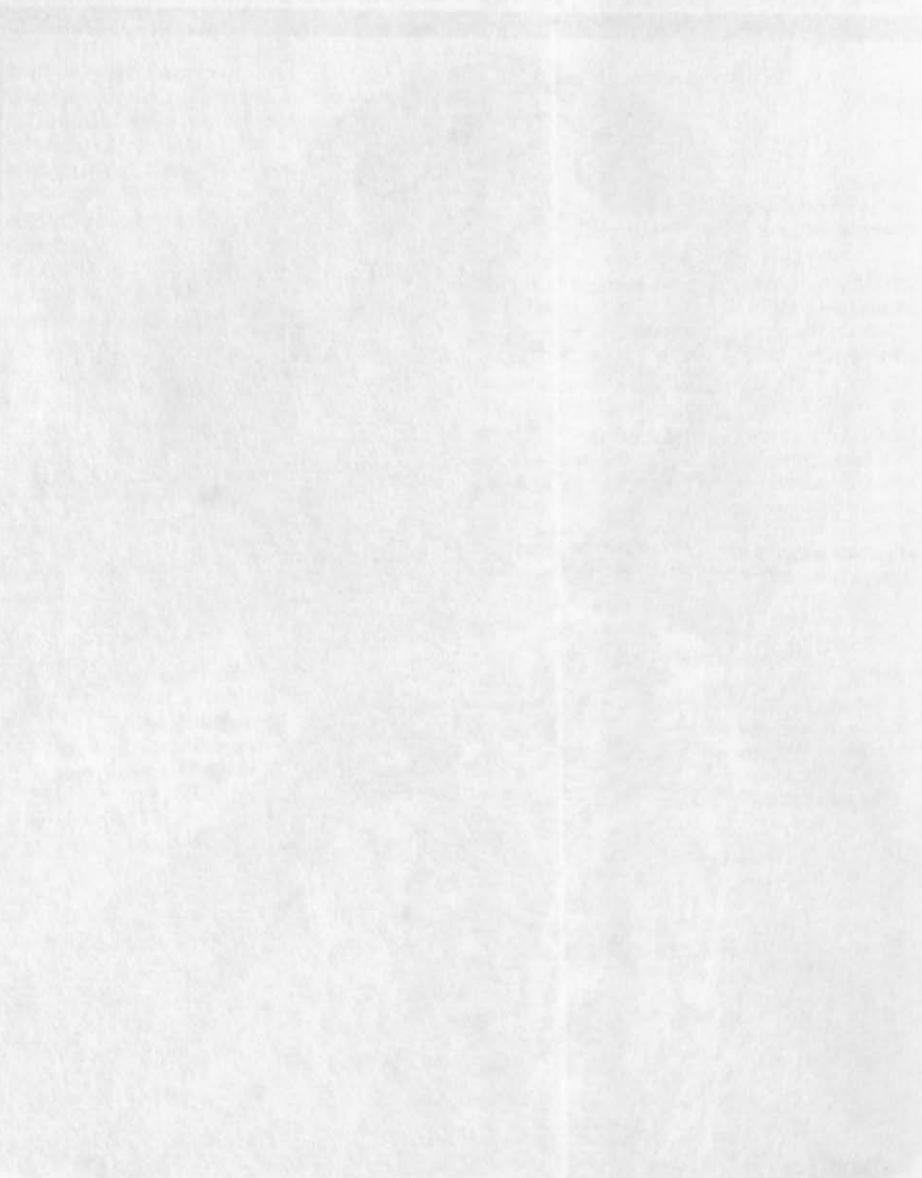
Private, applied study with an approved instructor. Fees are arranged directly between the student and the instructor and are paid in addition to tuition. May be repeated for an indefinite number of semester hours.

Applied Study and Experiential Learning Term



Applied Study and Experimental Learning

The Journal of Applied Behavior Analysis is a peer-reviewed journal that publishes research and practice articles in the field of behavior analysis. The journal is published quarterly by the Association for Behavior Analysis International (ABAI). The journal's content is focused on the application of behavior analysis to various fields, including education, psychology, and social work. The journal is known for its high quality and rigorous peer review process.



Applied Study and Experiential Learning Term

Faculty — Craig Brown, Jan Droegkamp, Barbara Jensen, Dorothy Troop

Associated Faculty — Ed Cell, Bill Jordan, Robert Maurath, Jack Van Der Slik

The Applied Study and Experiential Learning Term (AST) is central to the university's mission, which is to address public affairs within the framework of a liberal arts curriculum and to stress practical experience, professional development and innovative teaching. The AST fulfills this role by providing an academically sponsored learning experience that provides all undergraduate students an opportunity to learn from the community — about its everyday tasks, its professional life, its problems and its unmet needs.

The AST process emphasizes self-directed learning which provides opportunities for career exploration, integration of academic studies with practical experience, determination of additional learning needs, cultivation of independent learning skills and development of increased awareness of community and public affairs.

The university and AST faculty recognize the diversity of backgrounds and academic and career needs of students. A variety of curricular options are available for individualizing this requirement. These are described more fully in the AST course descriptions. Some programs (i.e., CFC, nursing and medical technology) have this experiential requirement integrated into the academic curriculum of the program.

The university provides an opportunity for all undergraduates to take 2-12 semester hours of applied study. It is recommended that the AST be taken after completion of at least 12 semester hours in the academic major. Scheduling is flexible with a variety of options available to meet individual student needs. Most useful configurations are:

A. 16 weeks, part-time for 8 semester hours (20 hrs. per week)

B. 16 weeks, part-time for 4 semester hours (10 hrs. per week)

C. 8 weeks, full-time for 8 semester hours (40 hrs. per week)

(A basic rule to follow: 1 semester hour of AST credit equates to approximately 40 hrs. of applied learning.)

Advising

During the first semester of enrollment, students should make an appointment with their program adviser and an AST faculty member to discuss their plans for the integration of academic studies and experiential learning.

The following options are available:

AST 300 (General) provides an option for matching the individualized learning needs of the student with an appropriate placement.

Project AST is an option for special and appropriate sponsored learning experiences (i.e., student art show, travel, research, etc.).

AST 302 (Career Applied Study Term) is recommended for those students who want to expand their career by developing a new learning component in their present position.

AST 401 (Assessment of Experiential Learning) is recommended for those students with extensive work experience or volunteer service and other non-classroom experience. The credit for prior learning process provides a way to satisfy some or all of the AST requirement. (See credit for prior learning.)

Early planning for the AST is necessary to ensure a quality and meaningful experience for each student.

Procedures

Early in the semester preceding enrollment in the AST, students should arrange

all details of placement with the AST faculty. Registration is only by WPI (With Permission of Instructor) from the AST program.

Grading Policy

Credit is awarded only on a credit/no credit basis. In order to earn AST credit, the student's academic performance must be judged satisfactory by the SSU faculty supervisor who evaluates the learning contract, journal, final self-evaluation, participation in the seminars and the field supervisor's evaluation.

Credit for Prior Learning

Undergraduates with extensive work experience, volunteer service and other non-classroom learning experience may wish to request credit in appropriate academic areas. Enrollment in AST 401 is strongly recommended for persons preparing prior learning portfolios. A Student Procedures Guide and current fee information are available from the CPL faculty. Students may elect to use the successful completion of the course to satisfy some or all AST requirements.

Applied Study Course Descriptions

AST 300 General Applied Study Term (2-12 Hrs.)

An individualized field experience providing students with the opportunity to apply theory, expand knowledge, determine additional learning needs, explore careers and develop a public awareness. A required seminar is an academic component which provides a theoretical basis for learning and integrating the field experience. May be repeated for a maximum of 12 semester hours.

AST 300 Project AST (2-12 Hrs.)

An option available to students interested in developing individual projects (i.e., student art show, travel, creative works, foreign study and research).

AST 302 C.A.S.T. (Career Applied Study Term) (4 Hrs.)

A special section designed for students well along in their careers who can develop a new learning component in their present position. Assists students

in analyzing career goals and in developing a sense of career function, demand and satisfaction.

AST 303 L.A.S.T. (Legislative Applied Study Term) (8 Hrs.)

This option is available only during the spring term. Students combine a careful study of the structure and functions of legislatures with a placement on the staff of a member of the Illinois General Assembly. Interns may do such things as research bills, participate in committee work, assist constituents and assist committee witnesses.

AST 309 P.S.A.S. (Public Service Applied Study Term) (8 Hrs.)

Students placed in agencies of Illinois state government and lobbying organizations study firsthand the institutional processes by which a complex industrial society is governed. Field experience is integrated with seminar.

AST 350 Health Services Administration (1-8 Hrs.)

Special section for students majoring in health services administration. Administered and evaluated by AST program consistent with HSA program expectations. It is recommended that students complete HSA 301, HSA 335, HSA 401 and HSA 435 before registering for AST 350.

AST 401 Assessment of Experiential Learning (4 Hrs.)

Designed to assist learners in identifying, articulating and documenting learning acquired outside the traditional classroom. Includes the development of a portfolio containing an autobiography and chronological record, narrative essay describing specific areas of learning and the documentation verifying those claims. Students may elect to use the successful completion of this course to satisfy four semester hours.

The following courses are recommended to students as useful adjuncts to experiential learning. They may be accepted as required AST credit hours only with permission of the AST faculty.

AST 421 Learning from Experience (2 Hrs.)

Exploration of how we learn from experience and of conditions that encourage functional and dysfunctional learning. Special attention to resistance to change, the task of maintaining identity and personal knowledge of others. Provides perspective on lifelong, informal learning. See PHI 421, INO 421.

AST 422 Freedom, Experience and the Person (2 Hrs.)

Exploration of the nature of autonomy, obstacles to it and the use of experiential learning to enhance it. Special attention to games and scripting, personal power and powerlessness, humanistic paths to autonomy and behavioral paths to self-control. See PHI 422, INO 422.

Philosophy

Faculty — E. C. O'Connell, David P. Fair, Mark

Adjunct Faculty — George Apple

The goal of the philosophy major is to help students develop critical thinking skills and to provide them with a solid foundation in the history and theory of philosophy. The major is designed to be completed in four years.

Sequences

(see note,
p. 71)



Philosophy

Faculty — Ed Cell, Larry Shiner, Peter Wenz

Adjunct Faculty — George Agich

The goals of the philosophy and human values sequence are to increase awareness of personal values and the major value conflicts in contemporary society, to develop understanding of the nature and limits of various forms of knowledge, and to offer experience in critical reflections on a major problem of knowledge or value.

An undergraduate student may elect to complete a sequence in philosophy and human values in order to acquire training in critical thinking and skill in analyzing values related to the student's chosen program major; 16 hours are required in the philosophy and human values sequence. There are no specific course requirements since, through consultation with a faculty adviser teaching in the sequence, the student may select those courses most directly related to his or her major.

Students interested in philosophy may pursue, through the individual option program, an individualized degree program which includes philosophy as one component. Philosophy faculty will assist such students in developing a learning proposal and establishing a degree committee. Consult the individual option statement in this catalog for details.

Graduate students enrolled for graduate credit in 400-level philosophy courses are required to complete one or more assignments, such as a paper or book review, in addition to what is required of undergraduates in the same course.

edge, reality, and values. Topics include problems of illusion and dreaming; inquiries into the nature of mind, matter, and self; and discussions of what is good and right in morality, politics, or art.

PHI 302 Critical Thinking (2 Hrs.)
Principles of logical analysis and argumentation, with special attention to common fallacies in informal reasoning, reasoning by analogy, jurisprudential reasoning, and logic and computers.

PHI 411 Feminist Theories (4 Hrs.)
Feminist theories, including liberal, radical, socialist and anarchist, as well as perspectives of lesbian women and women of color. Stresses differences between feminist and traditional political analysis, as well as relations between theory and action. See WMS 411.

PHI 421 Learning from Experience (2 Hrs.)
Exploration of how we learn from experience and of conditions that encourage functional and dysfunctional learning. Special attention to resistance to change, the task of maintaining identity, and personal knowledge of others. Provides perspective on lifelong, informal learning. See INO 421 and AST 421.

PHI 422 Freedom, Experience, and the Person (2 Hrs.)
Exploration of the nature of autonomy, obstacles to it, and the use of experiential learning to enhance it. Special attention to games and scripting, personal power and powerlessness, humanistic paths to autonomy, and behavioral paths to self-control. See INO 422 and AST 422.

PHI 432 Philosophy of Art (2 or 4 Hrs.)
Nature and value of art, including such questions as: How is art distinguished from non-art? Can there be objective judgments about art? How is art related to science, religion and politics? Survey of major philosophical writings about art in the Western tradition.

PHI 439 Philosophy of Social Science (4 Hrs.)
Critical consideration of the aims, methods and uses of social science. Topics include the nature of science; explanation, facts, and theories; behavioral vs. phenomenological methods; free will vs. determinism; the mind/body problem; scientific knowledge; and power relations. See SOA 415.

PHI 443 Media Ethics (4 Hrs.)
Ethical considerations involved in media practices and procedures. Includes a discussion of media junkets, codes of ethics, privacy considerations,

Philosophy Course Descriptions

PHI 301 Introduction to Philosophy (2 or 4 Hrs.)
Junior-level exploration of the nature of knowl-

news judgment and audience access. Legal as well as ethical issues examined.

PHI 445 Ethical Issues in Business and Management (4 Hrs.)

Controversial issues in business management related to fundamental disputes in ethics and social philosophy. Students examine their own and others' views and values, with attention to the moral ambiguities of contemporary professional life. Topics include the place of the profit motive in business, truth in advertising, governmental regulation and environmental protection. See MGT 473.

PHI 447 Moral Dilemmas in Health Care (4 Hrs.)

Applicability of traditional ethical standards to currently controversial issues in health professions, such as allocation of scarce medical resources, honesty with dying patients, informed consent from patients, psychosurgery and euthanasia. Students are encouraged to further develop and understand their own value orientation and come to better appreciate those of others. See GER 447 and HSA 466.

PHI 452 Perspectives on Human Nature (4 Hrs.)

What it means to be human: consideration of classical philosophical and literary visions of human nature such as the Greek, Christian, Romantic and Marxist, along with contemporary contributions of biological and social sciences.

PHI 453 Philosophy of the Person (4 Hrs.)

What it means to be a person: nature of personal worth, rights, freedom and responsibility; conditions blocking or supporting personal growth; relation of vitality and order; nature of personal knowledge and interaction; reasoning about values; finding meaning in life.

PHI 456 Myth, Literature and History (4 Hrs.)

The human quest for meaning through historical action and historical writing, including differences between historical and nonhistorical ("primitive") peoples, the development of scientific history, the role of imagination, explanation and literary form in history. See HIS 456.

PHI 459 Europe in the 18th Century: The Enlightenment (4 Hrs.)

Cultural and intellectual history of the Enlightenment focusing on formative ideas of modernism (freedom, reason, equality) and movements in literature and the arts. Consideration of works by representative figures such as Hume, Kant, Rousseau, Smith, Voltaire. See HIS 461.

PHI 461 Law, Justice, and Power (2 Hrs.)

Nature of law, justice and power and their interrelations. Special attention to basis of individual rights, problem of unjust laws, justification of punishment, issues involving maximization vs. distribution of value.

PHI 462 Freedom, Justice, and the Person (2 Hrs.)

Human nature and the place of justice in human development; special attention to interrelationships of freedom, compassion and justice.

PHI 465 Moral Issues in the Law: Economic Justice (2 Hrs.)

Ethical perplexities surrounding the allocation of goods and services in society. If all people are considered fundamentally equal, why do they reap different societal rewards? Alternate conceptions of distributive justice viewed in relation to such issues as a compulsory education, mandatory racial integration and affirmative action. Students are encouraged to evaluate their own and others' value orientations.

PHI 466 Moral Issues in the Law: Crime and Punishment (2 Hrs.)

Various moral justifications for classifying certain acts as crimes and punishing offenders. Underlying divergencies of ethical orientations explored in relation to such issues as the propriety of plea bargaining, insanity pleas, mercy and the death penalty. Students are encouraged to evaluate their own and others' value orientations.

PHI 467 Philosophy of Law (4 Hrs.)

Philosophy of justice, law and legal institutions, with emphasis on origins, purposes and practices of legal institutions and their application in theory and practice to the "public good."

PHI 468 Philosophy and Women (4 Hrs.)

Perspectives on women from the Western philosophical tradition. Paradigms of philosophical inquiry from several historical periods and their impact on thinking about women. Selected writings by contemporary feminist philosophers and their contributions to philosophical inquiry. See WMS 421.

PHI 480 Readings in the History of Philosophy (4 Hrs.)

Guided readings in a period of the history of philosophy or a particular philosophical tradition or figure.

PHI 535 Philosophy of Education (4 Hrs.)

Major philosophical views of aims and processes of education. Considerations given to the educational ideas of such thinkers as Plato, Augustine, Rousseau and Dewey, as well as to assumptions underlying current reform proposals. See ADE 535.

Teacher Education

Faculty — Gerry Butler, Barbara Hunter, Loretta F. Meeks, W. Williams Stevens, Jr., Larry D. Stonecipher, Gary A. Storm, Theresa Sullivan-Stewart

Adjunct Faculty — Gerry Casey, Caroline Maier, Kathryn Ransom, Tony Schwinghamer, Cynthia Sedam

Sangamon State University offers a variety of opportunities for both experienced and pre-service teachers.

For Experienced Teachers

Those teachers who hold a bachelor's degree may wish to major in academic programs leading to a master's degree. Others may wish to build a program to suit their individual needs through the individual option program. Prospective students who are experienced teachers are urged to discuss their programs carefully with an adviser and to consult with the convener of the teacher education sequence. Additionally, various in-service courses and institutes are offered periodically to experienced teachers for the enhancement of their skills in various content and related areas.

Teacher Education

The teacher education sequence provides course work which leads to Illinois certification at the elementary or secondary level, when combined with an appropriate academic major and fulfillment of general education and university requirements. Students seeking either elementary or secondary certification should expect that their total program of study will exceed the minimum number of hours required for graduation. A major goal of the sequence is to prepare teachers who are competent in subject matter and who understand the psychological and sociocultural characteristics of learners. It operates on the philosophy that there is a need in society for educated, humane and caring individuals; that schools should be centers where educa-

tion and humaneness are stressed; and finally, that teachers entering the schools should model these values.

Elementary education students may major in a related human service program or an appropriate subject matter discipline. Examples of appropriate academic majors at Sangamon State are: child, family, and community services, psychology, biology, chemistry, visual arts, economics, history, English, mathematical sciences, political studies and sociology/anthropology. Students should work closely with advisers in both the TEP program and the degree program in order to integrate the course of study in both areas.

Secondary education students may major in one of several programs leading to certification in the areas of English, general or biological science, mathematics or social studies.

The teacher education sequence has prepared a handbook on "Program Practices and Procedures," and a handbook for student teachers, which provide additional information on requirements and procedures. Students are expected to consult these sources, in addition to the catalog statement on the sequence.

Admission

Students seeking certification in either elementary or secondary education must make formal application to the teacher education sequence by April 15 for the fall semester and by October 1 for the spring semester in order to receive priority consideration. In order to begin taking teacher education course work, a student must be admitted into the university and have an overall grade point average of 2.5 (on a 4.0

scale) on college-level work. If a student has completed a bachelor's degree prior to applying to the program, the student must also have a grade point average of 2.75 in his/her major, or, in the case of secondary education students, in the discipline(s) in which he/she will be certified.

In order to be fully admitted into the teacher education sequence, a student must also successfully complete basic skills tests in reading, writing and math during the first semester of work in the program. A student must maintain a grade point average of 3.0 in teacher education course work and successfully complete practicum experiences required in the program to be eligible to continue. Finally, if a student is pursuing a bachelor's degree at Sangamon State University, the student must maintain a grade point average of 2.75 in his/her major to continue in the TEP program. Student progress is evaluated throughout the teacher education sequence.

Student Teaching

The final semester of the professional sequence is a 16-week learning experience combining TEP 448 Teaching and Learning-Elementary or TEP 449 Teaching and Learning-Secondary with TEP 450 Student Teaching. This experience is available to students only after they have been admitted into the sequence; have successfully completed all the basic skills tests and other professional education courses; have earned a 3.0 (on a 4.0 scale) grade point average in course work taken in the teacher education sequence; and finally have earned a 2.75 grade point average in their major. Students may register for TEP 450 Student Teaching only upon recommendation of the student's major program and the Teacher Education Committee.

Sequence Requirements

Elementary Education

Undergraduate students interested in obtaining certification in elementary education may do so by majoring in one of sev-

eral degree-granting academic programs and by completing requirements in the teacher education sequence. Students must also meet a set of general education requirements outlined by the State Teacher Certification Board. The teacher education sequence requirements for elementary education follow.

Elementary

First Semester

TEP 307 History and Philosophy of Education	3 Hrs.
TEP 311 School and Community	3 Hrs.
PSY 422 Child Development	4 Hrs.

Second Semester

PSY 401 Educational Psychology	4 Hrs.
TEP 432 Basic Reading Methods	4 Hrs.

Third Semester

PSY 424 Exceptional Child	4 Hrs.
TEP 433 Elementary Methods: Mathematics and Science	3 Hrs.
TEP 434 Elementary Methods: Language Arts and Social Studies	3 Hrs.

Fourth Semester-Student Teaching Semester

TEP 448 Teaching and Learn- ing-Elementary	4 Hrs.
TEP 450 Student Teaching	8 Hrs.
<i>Total</i>	<u>40 Hrs.</u>

Secondary Education

Sangamon State is entitled to certify secondary teachers in five areas: social studies, English, general and biological science and mathematics. The teacher education sequence thus provides opportunities to combine undergraduate disciplinary study with education courses in a program leading to secondary certification. The sequence also serves graduates who wish to seek secondary certification after having completed a baccalaureate degree at SSU or another educational institution.

In addition to secondary teachers, the curriculum is designed to assist human service professionals who need to relate to adolescents with special problems and/or learning needs. There is increasing demand for skilled personnel as communities extend their responsibilities to serve all school-age youths through special schools and educational programs. In-service teachers who wish to extend their capabilities in these special areas are encouraged to explore TEP secondary courses.

Students interested in a secondary certificate must either hold an appropriate baccalaureate degree or be concurrently enrolled in an academic program at SSU. Students presently enrolled must complete all degree program requirements, as well as General Education and TEP requirements, before certification is granted.

Secondary

First Semester

PSY 423 Adolescence	4 Hrs.
TEP 307 History and Philosophy of Education	3 Hrs.
TEP 311 School and Community	3 Hrs.

Second Semester

PSY 401 Educational Psychology	4 Hrs.
TEP 414 Curriculum	3 Hrs.
TEP 419 Reading in the Content Area	3 Hrs.

Third Semester

PSY 424 Exceptional Child	4 Hrs.
Secondary Education Methods in Area of Specialization	3 Hrs.

Options include: TEP 435 Secondary Methods: English, TEP 436 Secondary Methods: Mathematics, TEP 437 Secondary Methods: Science, TEP 438 Secondary Methods: Social Studies

Fourth Semester — Student Teaching

TEP 449 Teaching and Learning-Secondary	4 Hrs.
TEP 450 Student Teaching	8 Hrs.
Total	39 Hrs.

Certification

Upon completion of TEP and university

baccalaureate degree requirements, students are certified by the Illinois State Teacher Certification Board for a K-9 teaching certificate or a 6-12 teaching certificate. Students must also meet a set of general education requirements, pass tests of basic skills and subject matter knowledge administered through the Illinois certification system; and satisfy any other requirements outlined by the Illinois State Teacher Certification Board, which has the sole authority for awarding or denying teacher certification.

Teacher Education Course Descriptions

TEP 307 History and Philosophy of Education (3 Hrs.)

Study of history and philosophy of education in Western society with major focus on 20th century American developments.

TEP 311 School and Community (3 Hrs.)

Study of current issues in school-community relationships. Students examine ways in which teachers and other school personnel can use the full range of community resources — human and material — in pursuit of meaningful educational goals with students.

TEP 414 Curriculum (3 Hrs.)

Provides for the examination of selected curricula including their historical precedents, stated objectives organizational patterns, curriculum materials and instructional strategies. Includes opportunities for students to plan, specify and develop curricula and materials. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 311.

TEP 419 Reading in the Content Area (3 Hrs.)

Strategies for reading content area materials will be presented. Participants examine reading and study skills approaches appropriate for content area materials. Preclinical-experiential learning opportunities are provided.

TEP 432 Basic Reading Methods (4 Hrs.)

Examination of ways pupils learn to read as well as means by which teachers can stimulate and enhance pupil's competency, interests and attitudes. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 311.

TEP 433 Elementary Methods: Math/Science (3 Hrs.)

Designed to provide pre-service teachers with prac-

tical skills for teaching elementary mathematics and science. Participants are introduced to various approaches, techniques and tools relevant to instruction. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 411, 432.

**TEP 434 Elementary Methods:
Language Arts/Social Studies (3 Hrs.)**

Study of methods for teaching language arts and social studies. Survey of curricula and processes of learning in each discipline. Instruction in use of audio-visual media. Preclinical experiential learning opportunities are provided. Prerequisites: TEP 411, 432.

**TEP 435 Secondary English
Methods (3 Hrs.)**

Basic steps and strategies for teaching American and English literature, composition and grammar. Students are exposed to a variety of teaching styles and activities that are used in the teaching of language arts in the middle and high schools. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 411, 414, 419.

**TEP 436 Secondary Mathematics
Methods (3 Hrs.)**

Examination of the methods employed by teachers in teaching mathematics in grades seven through 12. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 411, 414, 419.

**TEP 437 Secondary Science
Methods (3 Hrs.)**

Examination of the methods of teaching science to students in grades seven through 12. Students explore both classroom instruction as well as laboratory setup, instruction and evaluation. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 411, 414, 419.

**TEP 438 Secondary Social Studies
Methods (3 Hrs.)**

Analysis of the structures of economics, geography, world history, U.S. history, anthropology, sociology and political science as they relate to the secondary social studies curriculum. Materials and methods of

instruction in the various social sciences and history are examined. Pre-clinical experiential learning opportunities are provided. Prerequisites: TEP 411, 414, 419.

**TEP 448 Teaching and Learning-
Elementary (4 Hrs.)**

Provides participants opportunities to plan and provide instruction for varied groups of elementary students through microteaching formats. Course content is delivered through modules incorporating major teaching and learning strategies. Pre-clinical experiential learning opportunities are provided. Prerequisite: Permission of instructor.

**TEP 449 Teaching and Learning-
Secondary (4 Hrs.)**

Provides participants opportunities to plan and provide instruction for varied groups of secondary students through simulated microteaching formats. Course content is delivered through modules incorporating major teaching and learning strategies. Pre-clinical experiential learning opportunities are provided. Prerequisite: Permission of instructor.

TEP 450 Student Teaching (8 Hrs.)

Internship in the classroom under supervision of university faculty and cooperating master teacher. Prospective teachers are required to keep a journal of their experiences, demonstrate evidence of their preparedness to teach and attend scheduled seminars conducted by university faculty and resource persons. Prerequisite: Permission of instructor.

**TEP 489 Teacher's Workshop in
Archeology (2 Hrs.)**

Contemporary theories and methods of archeology, including excavation of archeological site, laboratory analysis of archeological materials and lectures and presentations on native American technology, culture and prehistory. Offered in conjunction with the Center for American Archeology in Kampsville, Ill. Designed for primary and secondary teachers in social sciences, natural sciences and humanities. Room and board expenses required.

Women's Studies

Faculty — Nina S. Adams, Marjorie Fonza, Patricia Langley

Associated Faculty and Staff — Jan Droegekamp, Jeanne-Marie Col, Judy Everson, Nancy Ford, Larry Golden, Pam Hammond-McDavid, Hugh Harris, Barbara A. Hartman, Barbara Hayler, Jacqueline Jackson, Caryl Moy, Rosamond Robbert, Pinky Wassenberg

Women's studies seeks to enable students to develop a cognitive and affective understanding of women in society in the past, present and future. Focusing on women's experiences and perspectives, women's studies creates a new dimension in the education of women and men, a dimension which has implications well beyond the walls of the university. A special concern is to help women expand their abilities to function in and modify society, through an integration of personal, intellectual and action orientations.

Our philosophy is to incorporate feminist perspectives throughout the university curriculum. We draw from and develop women's studies courses within other programs whenever possible. Many of the courses in the women's studies sequence are interdisciplinary and most are jointly listed with other programs. In addition, several Public Affairs Colloquia — such as Issues in Women's Health; Women and the Law; and Women, Men, and Mental Health — are offered on a regular basis. Beyond sponsoring academic courses relating to women, the Women's Studies Committee seeks to provide a flexible and supportive environment for women and men who are continuing their education.

Degree Possibilities

Students in programs throughout the university may take women's studies courses as electives or may pursue a sequence in women's studies through completion of 16 hours of WMS course work. In addition, students may pursue a self-designed B.A. or M.A. degree relating to women's studies through the individual

option program. Women's studies faculty assist students in planning a course of study, as well as in identifying experiential learning opportunities.

Graduate students enrolled in 400-level women's studies courses should expect to demonstrate graduate-level competencies (especially in communication, research, analysis and integrative skills) and to complete extended and advanced projects and/or readings.

Women's Studies Course Descriptions

Core Courses

WMS 401 Contemporary Issues in Women's Lives (4 Hrs.)

Interdisciplinary investigation of the lives and contributions of diverse women in contemporary society. Provides a basic framework for understanding the women's movement and attempts to connect public policy issues with the personal experiences and concerns of women.

WMS 402 Library Research on Women: Interdisciplinary Resources (4 Hrs.)

Library search skills and special material, documents, collections and archives for interdisciplinary library research on women. Recommended as a companion to other courses involving library research projects. See SOA 417.

WMS 403 Minority Women: Issues and Perspectives (4 Hrs.)

Cultural traditions of Asian, Black, Hispanic and Native American women. Various sociocultural perspectives, values and practices discussed as they affect family, health, illness, work and participation in public policy decisionmaking. See NUR 403.

WMS 411 Feminist Theories (4 Hrs.)

Various feminist theories, including liberal, radical, socialist and anarchist, as well as perspectives of lesbian women and women of color. Stresses differ-

ences between feminist and traditional political analysis, as well as relations between theory and action. See SOA 408, PHI 411.

WMS 412 Women, Organizations and Change (4 Hrs.)

Analysis of formal and informal power structures in organizations and the central role that organizations play in allocating income, status and other resources to women. Examines feminist and other cooperative models of social and organizational change. Emphasis on developing feminist process skills in leadership, goal setting, decisionmaking, coalition building and conflict resolution.

WMS 413 Gender and Politics (4 Hrs.)

This course focuses on the impact of the difference between men and women in local, state, national and international politics. Gender differences examined in light of contemporary behavioral research. See POS 413.

WMS 415 Women's Studies Practicum (2-4 Hrs.)

Group or individual research or community action projects relating to women. Projects designed jointly by students and faculty. Regular participation in colloquium, practicum journal and research paper/project report.

WMS 460 Special Topics in Women's Studies (2-8 Hrs.)

Selected topics in women's studies, to be announced each time course is offered. Variable credit; may be repeated for different topics.

WMS 480 Independent Study in Women's Studies (2-8 Hrs.)

Variable credit; individually arranged tutorial on special issues in women's studies.

General Courses

WMS 421 Philosophy and Women (4 Hrs.)

Perspectives on women from the Western philosophical tradition. Paradigms of philosophical inquiry from several historical periods and their impact on thinking about women. Selected writings by contemporary feminist philosophers and their contributions to philosophical inquiry. See PHI 468.

WMS 422 Violence Against Women and Children (4 Hrs.)

Examines the two most common crimes against women and children: sexual assault and abuse and domestic violence. Course includes analysis of research documenting the frequency of these assaults, their legal definition and treatment, legal and social service responses, the nature of the offender, victim services and treatment and local community resources. See SJP 422.

WMS 423 Counseling Women (4 Hrs.)

Specialized biological, psychological and social issues which affect women. Exploration of theoret-

ical assumptions, counseling practices and process variables which may apply differently to or affect women in counseling therapy. Identification of skills facilitative to women in general and to particular subgroups of women. Prerequisite: CFC 303. See CFC 423 and HDC 423.

WMS 432 Sociology of Families (4 Hrs.)

Contemporary U.S. families, in historical and cross-cultural context. Emphasizes varied family forms, work/family roles, political and policy questions and selected public issues such as heterosexuality, inequality and abuse. See CFC 432 and SOA 432.

WMS 434 Women and Work (4 Hrs.)

Role of women workers participating in the American labor force, their status and roles, their satisfaction and alienation and the part they play in the labor movement. See LAR 434.

WMS 445 Law and Social Order (4 Hrs.)

Nature and functions of law in general, given the economic and political organization of American society. Law and the legal system viewed from a critical perspective, including relationship between the legal system and justice, fairness and equality. Particular emphasis on issues of inequality involving race, class and gender. See LES 404, POS 421 and SOA 425.

WMS 446 Family Law (4 Hrs.)

Law that affects the family. Topics include divorce, domestic violence, illegitimacy, adoption, child support and custody, parental control, abuse and neglect laws, issues affecting the elderly, domestic law reform and the impact of the women's rights movement. See SOA 454, HDC 446, CFC 446, LES 446.

WMS 447 Women in American Law (4 Hrs.)

Identification of sexism in American law, including constitutional standards of equal protection, impact of the proposed ERA, employment and educational issues, family and procreative concerns and women and crime. See LES 447.

WMS 448 Law and Literature (4 Hrs.)

Individual conscience and the duty to obey and disobey law; nature of political trials; concept of property, especially the ownership or exploitation of racial minorities and women; issues of justice through readings and discussions of literature. See LES 456.

WMS 449 Nondiscrimination Laws in Employment (4 Hrs.)

Development and implementation of nondiscrimination laws in employment, including hiring, firing, promotion, terms and conditions, benefits and pay. Focus on protective labor laws, veteran preference, harassment and due process requirements in employment. See LES 449 and ADP 452.

WMS 451 Social Psychology of Women (4 Hrs.)

Empirical research and phenomenological descriptions of five key areas of female psychology: biology, personality, social roles, sexuality and mental health. Special emphasis on power differentials between the sexes as they relate to achievement, self-esteem and identity formation. See PSY 435 and SOA 451.

WMS 452 Sociology of Gender (4 Hrs.)

Analysis of creation, maintenance and enforcement of female and male roles. Socialization processes, cultural definitions, major social institutions and structured social inequality. See SOA 452.

WMS 453 Women Across Cultures (4 Hrs.)

Interdisciplinary analysis of the status and condition of women in cross-cultural perspective. Explores how women are changing their familial, economic, social and policy roles. Emphasis on Third World. See SOA 453.

WMS 454 The History of the Family (4 Hrs.)

The modern family in comparative and historical perspective. Selected themes — changing patterns of sexuality, high rate of divorce, shifting kinship relationships — explored historically to understand their present importance. See CFC 454 and HIS 454.

WMS 455 Women in American History (2-4 Hrs.)

Issues and themes (production, reproduction, socialization and women's movements) from colonial times to the present. Self-paced course emphasizing thinking and writing skills as well as content. See HIS 455.

WMS 456 Human Sexuality (4 Hrs.)

Knowledge and values concerning issues of human sexuality, with emphasis on sociological content, personal growth and professional development. Format includes lectures, film presentations and small-group discussions. See CFC 456, HDC 456 and SOA 456.

WMS 457 Comparative Women's History (4 Hrs.)

Women's history in England, Russia, China, Vietnam and the U.S., with survey of areas in which conventional historical insights and methods need reinterpretation. See HIS 457.

WMS 461 Major Women Writers (4 Hrs.)

Novels by such major female authors as Austen, Bronte, Eliot, Woolf and Lessing. See ENG 461.

WMS 462 Images of Women in Literature (4 Hrs.)

Literary works as they have treated women characters and women's concerns through the ages.

WMS 475 Women in China (4 Hrs.)

Past and present roles and status of women in urban and rural society, including changes in expectations and reality as traditional Chinese social and economic practices were revolutionized by impact of the West and by political forces emerging within an often turbulent history. Offered as a self-paced module when not scheduled as a regular course.

WMS 483 Women and the Mystery Novel (4 Hrs.)

Survey of the most popular genre in fiction, with special emphasis on women writers, including Sayers, Christie, March, Cross and James. See ENG 483.





Thematic Activities

(see note,
p. 71)



Afro-American and African Studies

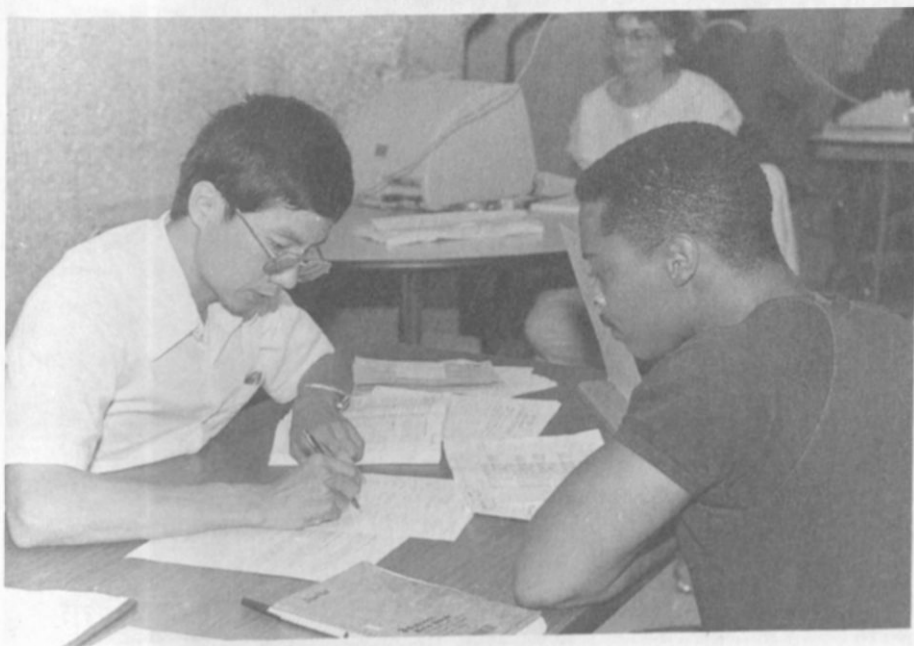
Associated Faculty — Jeanne Marie Col, Jan Droegkamp, Marjorie Fonza, Hugh Harris, Leroy A. Jordan, William Jordan, James Lanier, Loretta Meeks, Chris Narcisse

The Afro-American and African studies thematic activity (ASTA) is a unit in the Institute of Integrative and Innovative Learning administered by the School of Liberal Arts and Sciences. ASTA focuses on curricular development highlighting the contributions of Afro-Americans to American historical development. In conjunction with the Minority Services Center, ASTA also encourages community activities which focus on public issues of current importance to the black community. While focus is on blacks in the United States, ASTA also supports course work and campus activities that highlight past and continuing links between Afro-Americans and Caribbean, Latin American and African

affairs. During each academic year, ASTA coordinates appropriate course offerings, panels, workshops and speakers.

Course Offerings

- ADP 564 Seminar in Urban
Administration and Planning
- HDC 529 Multicultural Counseling
- HIS 433 United States, 1801 to 1877
- HIS 436 United States, 1877 to 1939
- LES 441 Welfare Law: Law and the Poor
- LES 449 Nondiscrimination Laws in
Employment
- NUR/WMS 403 Minority Women: Issues
and Perspectives
- POS 477 Comparative Black Political
Thought
- SOA 480 Peoples of Africa





Astronomy-Physics

Associated Faculty — Alexander J. Casella, Charles Schweighauser

Astronomy-physics is a thematic activity in the School of Liberal Arts and Sciences. It provides courses and laboratory work in astronomy and physics, featuring an astronomical observatory with a 14-inch Schmidt-Cassegrain telescope, an eight-inch Schmidt-Cassegrain telescope, two six-inch Newtonian telescopes, a diffraction grating spectrograph, a photoelectric photometer, a micrometer, a hydrogen-alpha filter, an objective prism, two television systems and an image intensifier system that accommodates the spectrograph and cameras. A new 20-inch telescope has been completed and will soon be installed under dark skies at a site remote from the campus. It will be used for training advanced students and for research work. Physics laboratory resources include a multi-channel analyzer with nuclear radiation detectors and radioactive sources, microcomputer equipment, electronic testing and breadboarding equipment, X-ray apparatus, several lasers and optical equipment and sound analysis equipment. Opportunities are provided for students to do research with astronomy-physics faculty.

In 400-level courses, graduate students are expected to do additional work, including reading of selected primary sources and, when appropriate, additional observation/laboratory work.

Students may pursue an individualized degree which includes astronomy-physics through the individual option program. A typical core group of courses might include Modern Astronomy, Astrophysics, Theories of the Universe, Practical Astronomy and Observational Astronomy. Students should obtain advice from astronomy-physics faculty about courses related to degree work in the individual option program.

For eight weeks during the fall and spring semesters the Sangamon State Uni-

versity Observatory is open to the public from 8 to 10 p.m. every Friday night, weather permitting. A short astronomical lecture, star and constellation identification, use of the observatory's telescopes to look at a variety of astronomical objects and extensive exhibits are all available to the public. For information about weather conditions and use of the observatory, call the SSU switchboard at 786-6600 after 7 p.m. on Fridays.

Astronomy-Physics *Course Descriptions*

ASP 401 Astronomy for Everybody (4 Hrs.)

Descriptive introduction to modern concepts of the physical nature of the astronomical universe. Topics include astronomical instrumentation, stars, the sun, nebulae, galaxies and planets. For nonscience majors.

ASP 402 Modern Astronomy (4 Hrs.)

Analytical approach to the solar system, astrophysics, stellar systems and galactic astronomy. For science majors only, or with permission of instructor.

ASP 403 The Solar System (4 Hrs.)

Rapid strides made during the space age in our understanding of the solar system. Includes modern information about the sun, planets, comets, meteors and planetary satellites.

ASP 404 Astrophysics (4 Hrs.)

Origin, evolution, interiors and energy production mechanisms of stars. For science majors only, or with permission of instructor.

ASP 405 Theories of the Universe (4 Hrs.)

Important concepts of the universe from the Babylonians through Einstein. Quasars, pulsars, black holes and other recent discoveries are related to current cosmological thought.

ASP 406 Modern Cosmology (4 Hrs.)

Analytical approach to the grand unified theories (GUTS) of particle physics that have recently been developed in conjunction with the standard big bang model to explain the origin, evolution and present structure of the universe. Galactic origins also considered. Prerequisites: ASP 402, or permission of instructor.

ASP 407 Practical Astronomy (2 Hrs.)

Training in observatory procedures and techniques. Photography of objects in the solar system (planets, moon, sun) and deep-sky objects (galaxies, nebulae, star clusters) using SSU Observatory's 14-inch telescope and associated equipment. Prerequisite: ASP 401, or equivalent.

ASP 408 Observational Astronomy (2 Hrs.)

Techniques of spectroscopy and photometry in determining stellar temperatures, luminosities and chemical compositions. Uses the university's 14-inch telescope, spectrograph and photometer. Prerequisite: ASP 407.

ASP 409 Galaxies: Structure and Evolution (4 Hrs.)

Comprehensive study of galaxies, including development of galactic structure, star formation and distribution, interstellar medium, galactic dynamics, dark matter and interacting galaxies. Prerequisite: ASP 402, or permission of instructor.

ASP 410 Undergraduate Research (1-4 Hrs.)

Investigation of a specific problem in astronomy-physics of interest to the student and instructor. May be repeated for credit without limit, but research topics must vary.

ASP 411 Workshop in Science Education: Astronomy (4 Hrs.)

Workshop on science methods intended for in-service training for teachers at the elementary and secondary levels.

ASP 412 Classical Mechanics (4 Hrs.)

Newton's laws, including energy, momentum, angular momentum; multiparticle systems; Lagrangian and Hamiltonian formulations. Prerequisites: General physics and calculus.

ASP 413 Electricity and Magnetism (4 Hrs.)

Static and dynamic electric and magnetic fields and their relation as embodied in Maxwell's equations. Lecture and discussion. Prerequisites: General physics and calculus.

ASP 414 Introduction to Quantum Mechanics (4 Hrs.)

Development of the Schroedinger Equation; applications to simple physical systems including the one-electron atom; approximate methods for treatment of polyelectronic systems; development of the variational principle, with application to current semi-empirical and ab initio molecular orbital methods. Prerequisites: General physics and calculus.

ASP 419 The Nature of Things (2 Hrs.)

For the nonscience major curious about developments of modern physics but lacking the mathematical background required for the traditional course. Major concepts of modern physics, stressing the human creative process involved in development of modern physical theories. Includes relativity, cosmology, nature of atoms, elementary particles and nature of light.



Energy Studies

Associated Faculty — Alexander Casella, Ed Hawes, David Hilligoss, Malcolm Levin, Ardeshir Lohrasbi, William Martz, John Munkirs, Charles Schweighauser, Luther Skelton, Gary Trammell, William Warren

Adjunct Faculty — Mark Heyman

Energy studies is an area of study within the School of Public Affairs and Administration. Students may design a degree in energy studies through the environmental studies program; or students may choose courses from energy studies to augment a degree in individual option or other programs, providing an option in energy studies.

Because the use of energy affects all aspects of society, the goal of energy studies is to develop a synthesis of technical knowledge and social considerations by drawing upon present courses in several disciplines at SSU. In consequence, energy studies brings together faculty and students who have a common desire to study and to seek solutions to energy problems.

Energy studies builds and expands on the traditional areas that deal with energy issues. For example, a student in the physical sciences or in engineering may explore economics and policy aspects. Social science undergraduates examine technological and environmental issues. The environmental studies student confronts economic and political realities. Professional administration and policy students confront technological and environmental factors.

Energy studies is a synthesis created from traditional disciplines. Courses are intended to supplement and expand undergraduate discipline-based education and should not be viewed as a substitute for such education.

Research in Energy Studies

Students have the opportunity to participate in research projects for academic credit and for their graduate thesis or project. Energy Studies also maintains a close

relationship with the Illinois departments of Energy and Natural Resources and Nuclear Safety. Internships are available with these and other agencies through the Graduate Public Service Internship Program. There is also a graduate assistantship through energy studies. Both of these include a tuition waiver and stipend.

Current research interests include world oil resources, topics in solar energy, energy policy and planning, transportation, energy management, energy efficiency and conservation, nuclear energy technology and policy, arms control policy and economics of energy. Students are also encouraged to initiate their own research topics.

Representative Courses

Several public affairs colloquia are offered by energy studies, such as The Nuclear Dilemma, Solar Energy, Energy Ethics and Public Policy, and Essentials of Energy Management.

Other courses offered include:

- ECO 408 History of Economic Thought
- ECO 445 Economic Development
- ECO 449 World Economy
- ECO 461 Industrial Organization
- ECO 467 Policy Analysis
- ECO 547 International Trade
- ENS 401 Environmental Planning: Land and Resource Use
- ENS 402 Land-Use Planning: Principles and Practices
- ENS 403 Transportation Problems and Planning Procedures
- ENS 421 Environmental Economics
- ENS 422 Energy Resource Economics
- ENS 431 Energy Resources and Technology
- ENS 433 Energy and the Environment

- ENS 434 Solar Energy: Principles and Applications
ENS 437 Energy Conservation Technology: Buildings and Solar Architecture
ENS 447 Environmental Chemistry
ENS 482 Solid Waste: Technology and Policy
ENS 500 Graduate Research
ENS 502 Graduate Seminar
ENS 510 Thesis
ENS 520 Graduate Project
ENS 530 Internship
ENS 531 Appropriate Energy Technology: Theory and Applications
ENS 532 Photovoltaics and the Solar-Hydrogen Economy
ENS 533 World Oil Resources
ENS 534 Coal Resources and Technology
ENS 540 Topics in Environmental Studies
ENS 544 Agroecosystems: An Ecological Analysis
ENS 582 Energy Policy and Planning
- NOTE: See environmental studies and economics programs for course descriptions.



Spoken Foreign Languages

The spoken foreign language courses focus on verbal communication, that is, speaking and understanding. The languages available for study are limited to those which, although of global significance, are less commonly taught in the United States. These languages are offered sequentially for either two or four semesters, depending upon their inherent difficulty, and each course provides four hours of credit. The student works actively with a native speaking tutor in the hour-and-a-half twice weekly drill sessions and must expect to practice with the cassette tapes that accompany the textbook for at least 10 hours a week outside of class. The classes are limited (five to seven students) to ensure individual attention.

At the end of each semester, an examiner gives each student an oral examination and recommends the final grade.

Although a degree in foreign languages is not offered, their study is a natural complement to many programs, such as political studies, history, public administration and international studies.

All courses are listed in the course schedule under the UNI 440 series. Offerings in the spoken foreign language series include Chinese, Japanese, Portuguese, Russian and Swahili.

Sangamon State University students may also apply to study for credit the foreign languages offered at Lincoln Land Community College, Springfield College in Illinois, Illinois College and MacMurray College through the Central Illinois Foreign Language and International Studies Consortium. Contact the foreign languages coordinator in the administrative office of the School of Liberal Arts and Sciences for further details.





International Studies

Associated Faculty — Nina Adams, Alex Casella, Jeanne-Marie Col, Janis Droegkamp, Larry Golden, Hugh Harris, Proshanta Nandi, Adil Mouhammed, Michael Quam, Doh Shinn, Robert Sipe, Stephen Schwark, Baker Siddiquee, Bill Warren

The International Studies thematic activity undermines the parochialism and ethnocentrism that plagues so many Americans still, even after 40 years of sustained American involvement in world affairs. What you don't know about international affairs may cost you a job or profits — or it may even kill you. We seek to provide our students with the tools to better understand the complex and changing world that they will be entering in the 1990s and on into the 21st century. This is best done through interdisciplinary study which brings together history, politics, economics, sociology/anthropology, women's studies and geography and environmental studies.

Interested students should contact any of the associated faculty.

International Courses

- ECO 435 International Trade and Finance
- ECO 449 International Business
- ENS 422 Energy Resource Economics
- HIS 439 American Foreign Policy in the 20th Century
- HIS 466 Imperialism
- POS 473 World Politics
- POS 474 American Foreign Policy
- POS 475 International Organizations

and Integration

POS 478 Political Economy of East Asia in Global Perspective

PAC's such as Geopolitics, The Vietnam War, The Gorbachev Reforms and U.S.-Soviet Relations, War and Peace in the Nuclear Age

Comparative Courses

- ECO 421 Comparative Economic Systems
- ECO 455 Economic Development
- ENS 432 Appropriate Energy Technology
- HIS 457 Comparative Women's History
- HIS 462 Europe in the 19th Century
- HIS 463 Europe in the 20th Century
- HIS 476 Introduction to Contemporary China
- HIS 477 The Long Revolution in China and Vietnam
- POS 471 Comparative Politics
- POS 477 Soviet Politics
- SOA 302 Understanding Other Cultures
- SOA 486 Peasant Society
- SOA 453 Women Across Cultures
- PAC's such as Women Under Apartheid, Women Around the World.



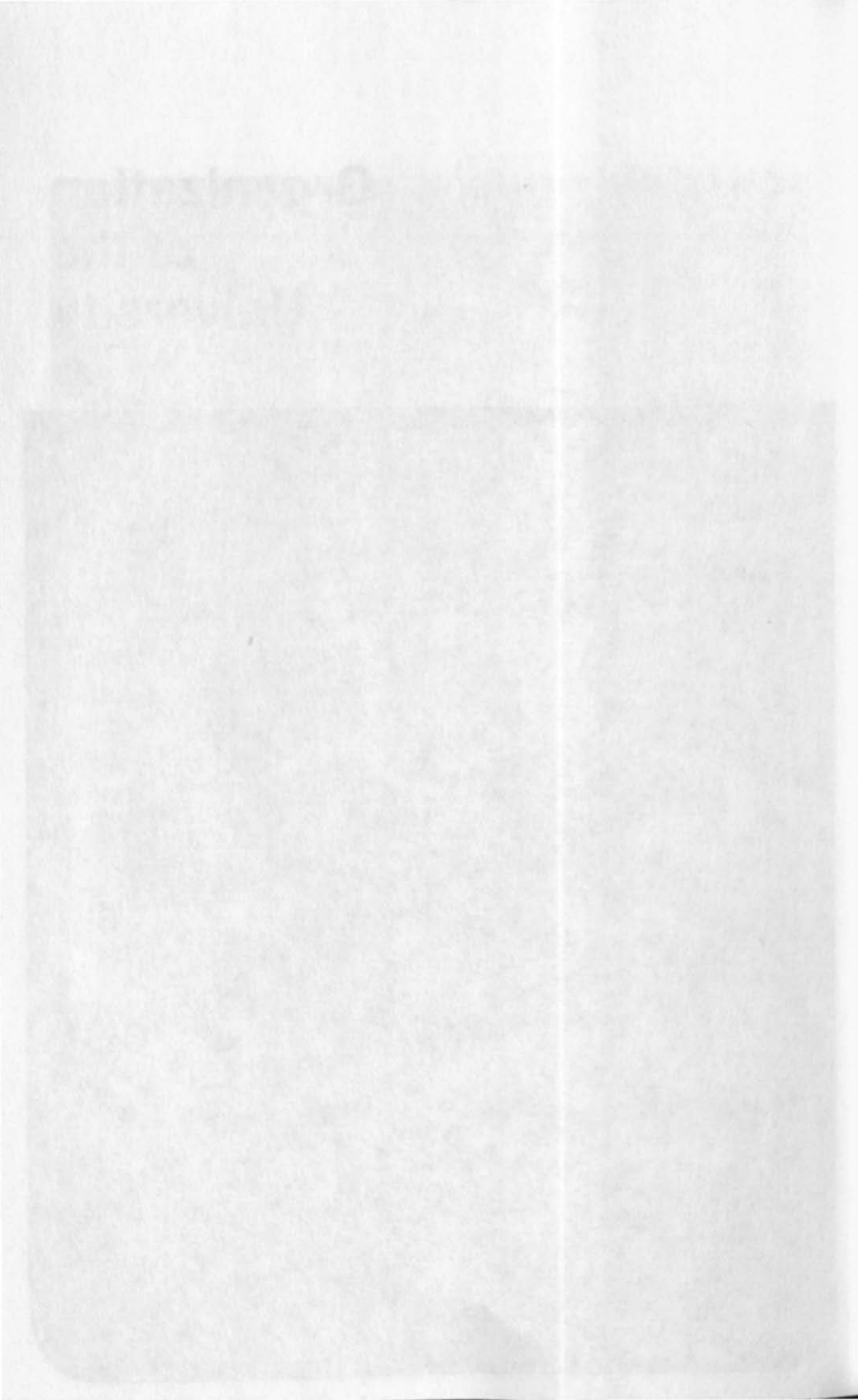
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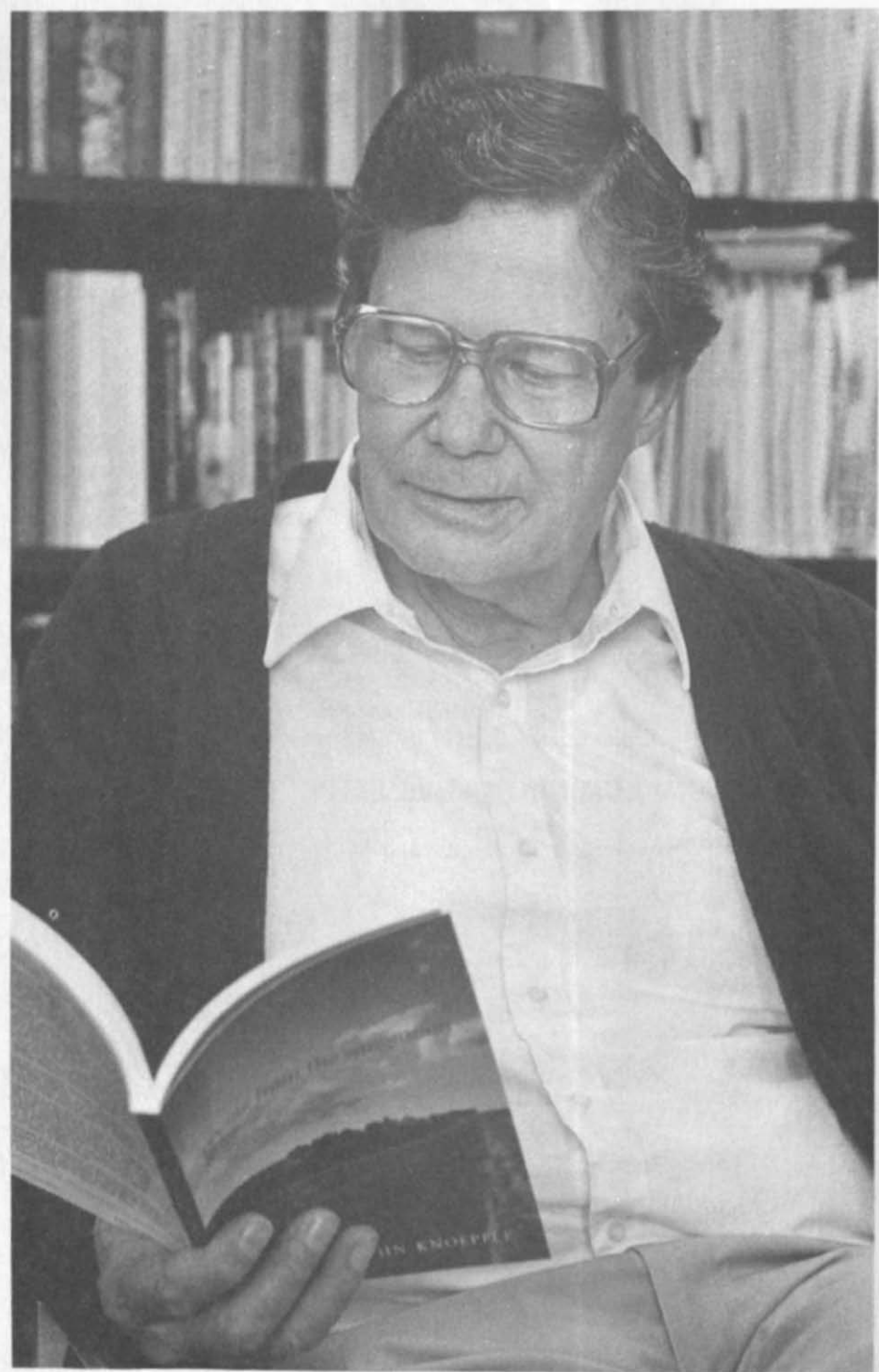
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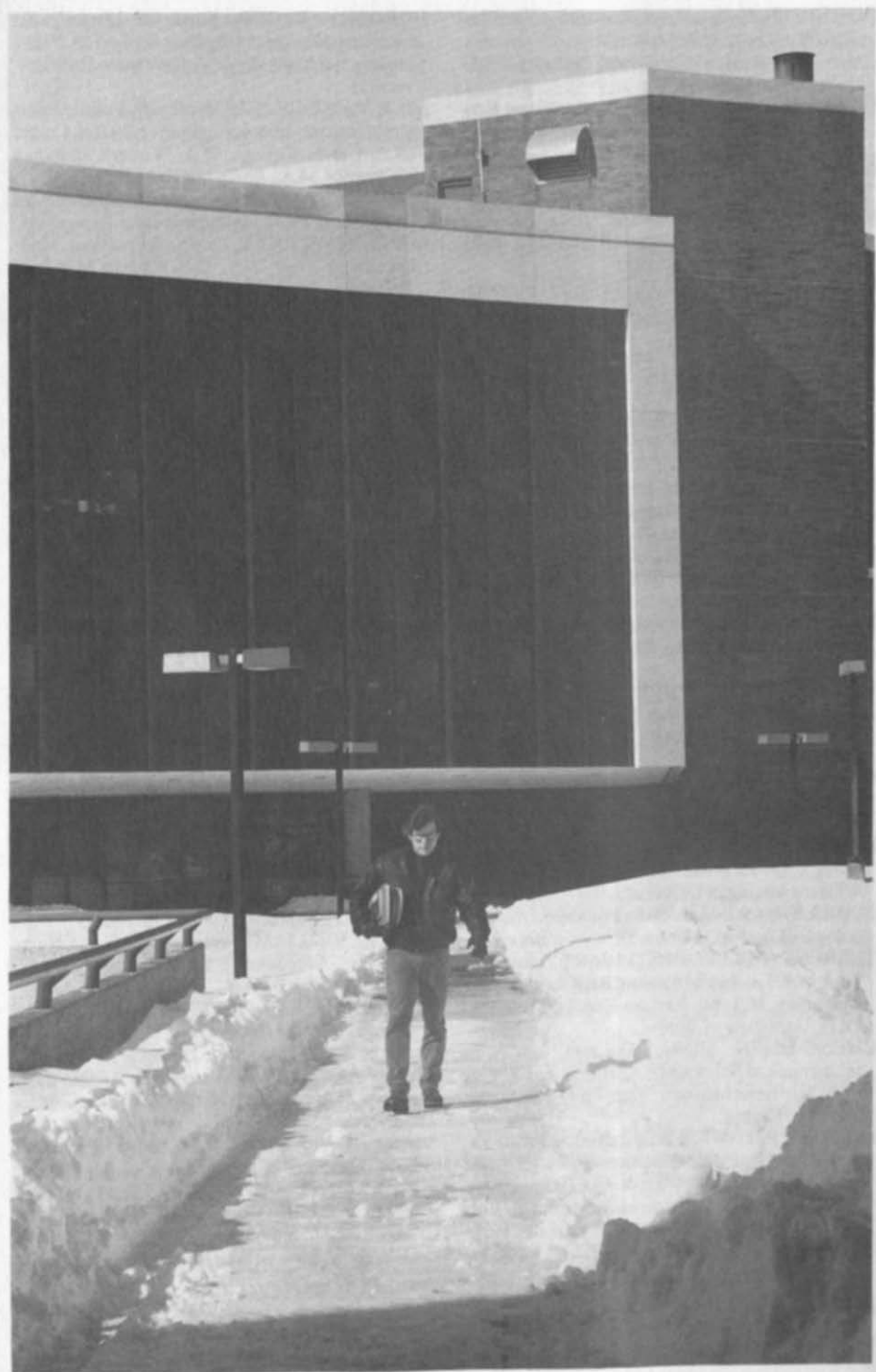
- NINAS S. ADAMS, Associate Professor, History and Women's Studies (A.B. Cornell University, M.A., Ph.D. Yale University)
- JOEL ADKINS, Professor, Psychology (A.B., M.A. San Jose State College, Ph.D. University of California at Los Angeles)
- AUGUSTINE AGHO, Assistant Professor, Health Services Administration (B.A. Alaska Pacific University, M.A., Governors State University Ph.D., University of Iowa)
- BRIAN ALLEY, University Librarian; Dean, Library Instructional Services (B.A. Colby College, M.L.S. Florida State University)
- B. DOUGLAS ANDERSON, Associate Professor, Educational Administration (A.B., Boston University, M.Ed., D. Ed. The Graduate School, Temple University, J.D. The College of Law, University of Cincinnati)
- RACHELL ANDERSON, Assistant Professor, Child, Family and Community Services (B.S., Philander Smith College, M.A., Sangamon State University, M.S., Northern Illinois University)
- ALFRED ARKLEY, Professor, Management (A.B. Harvard College, M.A. Columbia University, M.A., Ph.D. Michigan State University)
- MICHAEL AYERS, Executive Assistant to the President; Associate Professor, Economics (B.B.A. Midwestern University, M.A., Ph.D. University of Oklahoma)
- FRANCIS L. BAYLEY, Associate Professor, Accountancy (B.S. Rider College, M.A. Trenton State College, M.B.A. Drexel University, Ph.D. Bowling Green State University)
- FRED W. BECKER, Associate Professor, Public Administration (B.B.A., M.A., M.P.A., Ph.D. University of Oklahoma)
- HARRY BERMAN, Associate Professor, Child, Family and Community Services (B.A. University of Chicago, Ph.D. Washington University)
- ALISON L. BLASDELL, Associate Professor, Nursing (B.S. Southern Illinois University-Edwardsville, M.S., Ph.D. University of Illinois Medical Center)
- WILLIAM L. BLOEMER, Professor, Chemistry and Medical Technology; Acting Dean, School of Liberal Arts and Sciences (B.A. Thomas More College, Ph.D. University of Kentucky)
- MARY BOHLEN, Assistant Professor, Communication and Public Affairs Reporting (B.S. Southern Illinois University, M.A. Sangamon State University)
- MARGARET A. BOUDREAU, Assistant Professor, Nursing (B.A. Illinois College, B.A. Sangamon State University, M.S. St. Louis University)
- LEONARD L. BRANSON, Assistant Professor, Accountancy (B.A. St. Louis Christian College, M.A. Lincoln Christian Seminary, M.B.A. St. Louis University)
- RICHARD BREWER, Associate professor, Computer Science (B.S., M.S., Ph.D., University of Wisconsin)
- CRAIG A. BROWN, Associate Professor, Political Studies (B.A. Parsons College, M.A., Northwestern University)
- MARILOU BURNETT-DIXON, Professor, Human Development Counseling and Sociology (B.A. Oklahoma State University, M.S.W. University of Illinois, Ph.D. Union Graduate School)
- GARY BUTLER, Associate Professor, Biology and Teacher Education (B.A. University of Missouri, M.S. University of British Columbia, M.B.A. and Ph.D. University of Alabama)
- DENNIS D. CAMP, Professor, English (B.A. Hope College, M.A. Rutgers University, Ph.D. University of Wisconsin)
- ALEXANDER J. CASELLA, Professor, Environmental Studies; Acting Dean, School of Public Affairs and Administration (B.A. Villanova University, M.S. Drexel University, Ph.D. Pennsylvania State University)
- MATTILOU CATCHPOLE, Associate Professor, Nurse Anesthesia (R.N. Charity Hospital School of Nursing, B.S., M.S. Case Western Reserve University, Ph.D. Southern Illinois University)
- EDWARD CELL, Professor, Philosophy (B.A. Boston University, B.D. Andover Newton Theological School, M.A., Ph.D. Princeton University)
- NADA CHANG, Associate Professor, Biology (B.S. Belgrade University, B.A. Western College for Women, Ph.D. University of Kentucky)
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- GERALD A. CURL, Associate Professor, Human Development Counseling; Director, Admissions and Records (B.S. Illinois State University, M.S., Ph.D. University of Illinois)
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- PI-SHENG DENG, Assistant Professor, Management Information Systems (B.B.A. National Cheng Kung University, M.S. National Chiao Tung University, Ph.D., Purdue University)
- C. ROBERT DIXON, Associate Professor, Visual Arts (B.S. Murray State University, M.S., M.F.A. Illinois State University)
- ANNE L. DRAZNIN, Associate Professor, Legal Studies (B.A. Earlham College, J.D. University of Illinois College of Law)
- JANIS DROEGKAMP, Associate Professor, Experiential Learning (B.S. Carroll College, M.Ed. Marquette University, Ed.D. University of Massachusetts)
- J. MICHAEL DUVAL, Assistant Professor, Communication and Office of Public Affairs Communication (B.A., M.A. Sangamon State University)
- STEVEN A. EGGER, Associate Professor, Social Justice Professions (B.S., M.S. Michigan State University, Ph.D. Sam Houston State University)
- RONALD F. ETTINGER, Professor, Experimental Studies (B.A. Westmont College, Ph.D. Purdue University)
- DAVID H. EVERSON, Professor, Political Studies and Public Affairs (B.A. Indiana State University, M.A., Ph.D. Indiana University)
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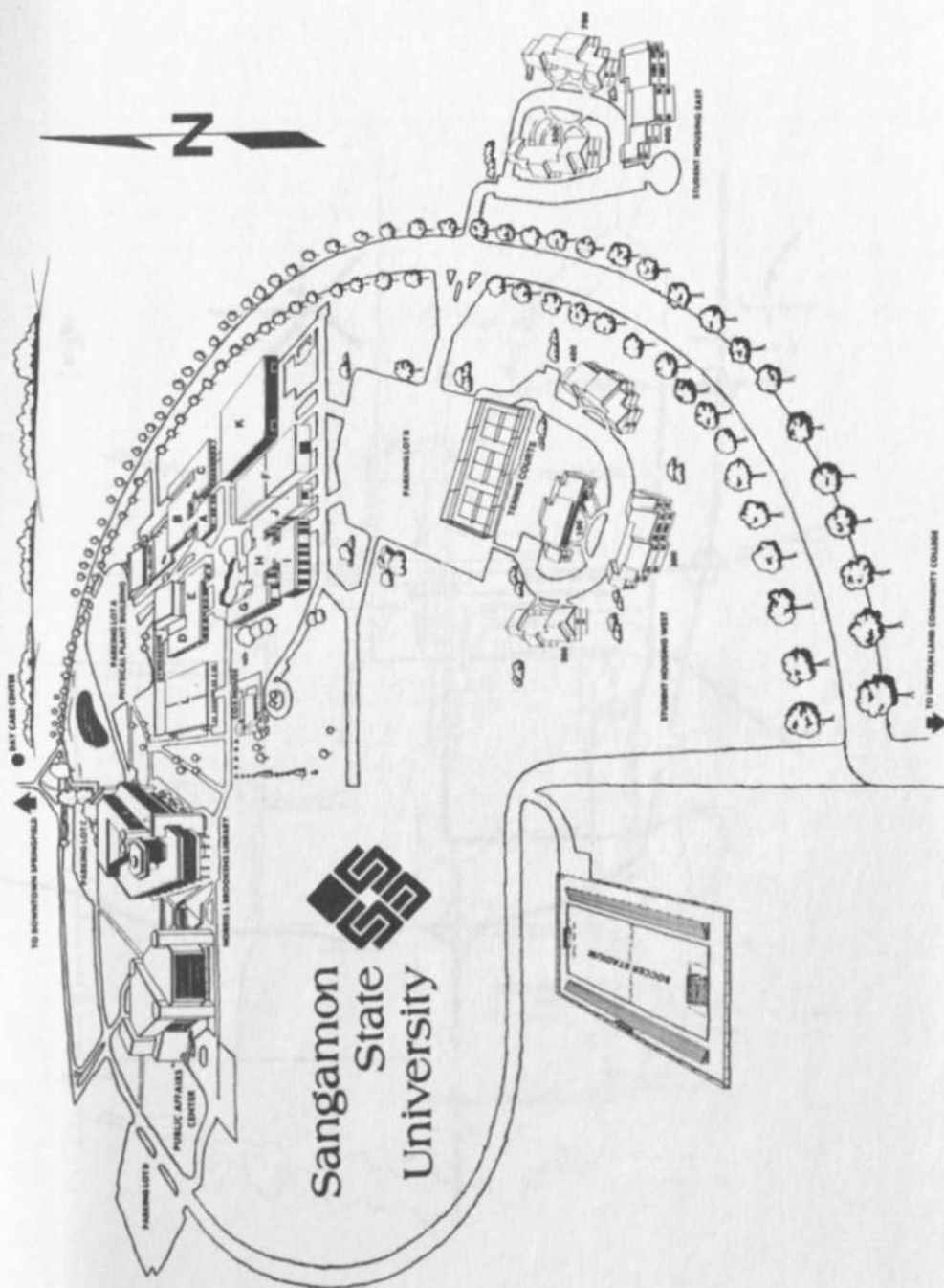
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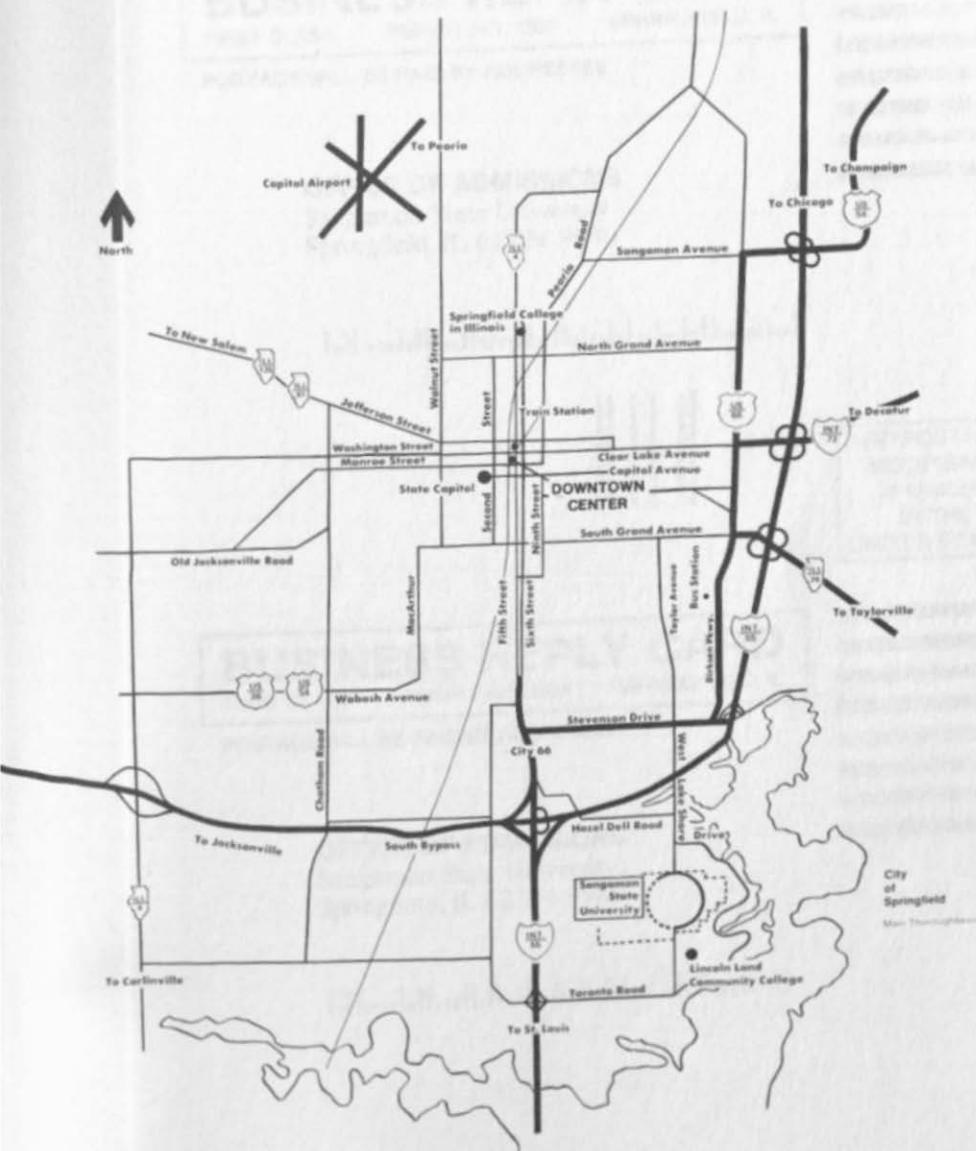
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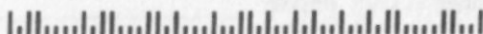
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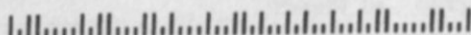
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**I AM INTERESTED IN MORE INFORMATION ON
SANGAMON STATE UNIVERSITY**

Name _____

Address _____

City _____ State _____ Zip _____

Program I Am Interested In _____

I would like the following:

_____ Application for Admission

_____ Current Class Schedule

_____ Housing Information

_____ Graduate Assistantship Information

_____ Financial Assistance, Loan and Scholarship Information

_____ Other _____

_____ An Admission Officer to Call. Phone: _____

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